

VILLAGE OF OAKWOOD
COUNCIL BUDGETARY HEARING MINUTES
November 24, 2020

ATTENDED

Eloise Hardin-Ward 2
Melanie Sanders – Ward 3
Patricia Rogers – Ward 4
Candace Williams – Ward 5

Brian Thompson-Finance
James Schade-Fire Chief

ABSENT

Johnnie A Warren – Council President
Chris Callender-Ward 1

Elaine Gaither- Council at Large
Mayor Gary Gottschalk

Meeting opened at 6:09 by Hardin
Pledge of Allegiance recited

Thompson explained the Fire budget and Ambulance Billing. No raises next year. He explained the attached reports. His staff is part time, most of which have full time jobs elsewhere.

Walton Hills Dispatch

Thompson: We will make a payment of \$72,000 in December on this contract. It is shared by Police and Fire budgets. As part of the contract there is a 2% increase. **Williams:** Is the increase for wages? **Thompson:** Yes. It is legislated. **Williams:** Does it span through the years? **Thompson:** Yes, as outlined in the contract. **Hardin** asked about the YTD training of \$12,700. That is below the \$20,000 appropriations. **Schade:** Many trainings were cancelled due to the pandemic. **Thompson** continued reviewing the budget.

Maintenance

Rogers asked about ground maintenance. **Schade:** The firemen maintain the building, gutters, etc. We will have to replace the roof since we lost shingles in the wind. **Thompson:** We can look into the insurance covering that. **Sanders** asked if maintenance is for current vehicles, Vehicles were approved a few months ago. **Thompson:** That is in the Ambulance Billing budget. Fire is replacing two explorers and a pickup truck, **Schade:** We have the HAZMAT trailer which is heavier than it used to be with more equipment. The current truck is falling apart. **Thompson:** The previous purchase was for ladder truck, fire truck and squad. They carry a lot of meds, heart defibrillators, etc. The \$25,000 is for the debt service payment on the three vehicles.

Life Force

Thompson: Ambulance Billing is for three communities, Walton Hills, Glenwillow and Oakwood. Life Force is the collection company we use. They charge 7-8% each month. It started five years ago. Last year we did 225,000-250,000 runs. Repairs and maintenance costs vary. **Hardin** asked if we shop for collection services. **Thompson:** There is another one, Great Lakes. At the time, Townsend and Fouche wanted to go with Life Force. **Hardin** asked is there is a delay in collections. **Thompson:** About two months. **Rogers** asked how much was collected this year. **Thompson:** \$188,000. **Schade:** It is down a bit due to the Covid. People did not get their regular treatments during the shutdown. **Hardin:** When was the last time we utilized that fund. **Schade:** We use 217 monthly. **Hardin** asked how it is tracked. **Thompson:** In the monthly detail.

Health Insurance

Thompson: We met with the Love Insurance and Medical Mutual. They are coming up with preliminary numbers by the next Finance meeting on December 8th at 6pm. **Williams** asked who we use currently. **Thompson:** Jim Love of Love Ins. and Adam Zelenick of Super Med Plus Medical Mutual. We have been with them 20 years. **Hardin:** What did you tell them we want? **Thompson:** We need full disclosure on every aspect. The option is to save money moving into next year. You will be happy with the information. **Hardin:** We are looking at where we are and alternatives. **Thompson:** Yes.

Williams: My job offers health care, but I choose to use my husband's. I pay a fee to not access my plan. Do we have anything similar? **Thompson:** No, we do not.

Miscellaneous Items

Thompson: We will wrap up streets, sewer, capital improvement, and bond service. Council has initiated the topic of a new Village hall. I will bring that back to Council. We will review revenue streams and transfers out. **Hardin** asked about contingencies and to scale back to get there. **Thompson:** We will see in November. **Williams** mentioned some budgets have gone up \$65,000. The overall total is not what was projected, how are we balancing the increase in some of those budgets. **Thompson:** The departments as a whole? **Williams:** Yes. **Thompson:** I anticipate some projects taken off next year and we will dig into the local government funding revenue streams. I will keep Council informed. **Williams** asked about the contingency budget. Will you have a draft plan before we pass this budget? **Thompson:** Yes. **Hardin:** I was not at the last Finance meeting. I do not understand Ms. Williams question? For the record I contacted you offline. You explained that increase was the required training for the department; that and the person he will be hiring That is the \$65,000 figure. **Thompson:** We are also anticipating projects for commercial inspectors. We have two professional inspectors under Miscellaneous Contractual. **Sanders:** They are also asking for furniture. **Thompson:** This is for next year. **Sanders** asked about sharing Adobe software between departments. **Garratt:** I will check into that. I cannot confirm that. **Williams** asked if certificates of training are required for promotions. **Thompson:** No. **Schade:** We send people to be trained because they are full-time elsewhere. This keeps our employees. It helps since everyone here is paid less. We hire 21-22-year-old people. We assist them otherwise they will go to other departments. We cover our holidays. We entice them with training since they are part-time with credentials. We work better educated. We service the three contracts: Walton Hills, Glenwillow and Oakwood. **Williams:** I appreciate that and the Building Department with what they are doing.

Thompson: The next Finance meetings are December 8th and 15th.

Meeting adjourned 6:55p

Motion to adjourn made by Gaither seconded by Rogers

SIX YES: Hardin, Sanders, Rogers, Williams

Adjourned 6:58pm

Adopted _____

Debra L. Hladky, Clerk of Council

Johnnie Warren, Council President

VILLAGE OF OAKWOOD - AMBULANCE BILLING 2021 BUDGET PROJECTION

	2019	2020	2020	PROJECTED 2021
	Y-T-D	BUDGET	YTD EXPENSES THRU 10-31-20	PERMANENT APPROPRIATIONS
EXPENSES				
Z17 AMBULANCE BILLING SVCS				
1113.52120 LEASES(NEW FIRE TRUCK & EQUIPMENT)	136,814.48	150,000.00	136,814.48	175,000.00
1113.53140 REPAIRS & MAINTENANCE-BUILDING	49,241.58	20,000.00	5,755.83	20,000.00
1113.54150 SERVICE CHARGES	20,837.12	26,000.00	18,017.75	26,000.00
1113.55110 EQUIPMENT	25,650.00	34,000.00	9,375.76	24,000.00
1113.55210 FIRE ENGINE & AMBULANCE OUTLAY	30,771.36	36,000.00	4,275.00	35,000.00
TOTAL AMBULANCE BILLING	263,314.54	266,000.00	174,238.82	280,000.00

VILLAGE OF OAKWOOD - FIRE 2021 BUDGET PROJECTION		2020		PROJECTED 2021
	2019	2020	YTD	PERMANENT
	Y-T-D	BUDGET	EXPENSES	APPROPRIATIONS
FIRE	EXPENSES		THRU 10-31-20	
1113.51110 FIRE WAGES	1,726,915.00	1,769,500.00	1,508,667.00	1,769,500.00
1113.51111 OVERTIME	7,711.00	12,000.00	6,372.70	12,000.00
1113.51120 PERS	12,717.00	16,000.00	9,411.58	16,000.00
1113.51140 MEDICARE/FICA	128,961.37	130,000.00	113,110.34	130,000.00
1113.52121 DISPATCH-WALTON HILLS	-	72,000.00	-	75,000.00
1113.52130 PROFESSIONAL DUES	27,496.16	24,000.00	14,736.92	24,000.00
1113.52150 MISC. CONTRACTUAL/MEDICAL OXYGEN-SUPPLIES/COT MAINT/SMOKE & CO DETECTORS	21,923.93	21,560.00	21,495.05	20,000.00
1113.52160 TRAINING	20,959.96	20,973.00	12,666.55	20,000.00
1113.52180 CELLULAR PHONE	6,831.39	6,500.00	4,766.94	6,500.00
1113.52230 ELECTRIC UTILITY-VEHICLE EXHAUST CANCER REMOVAL	4,240.38	5,500.00	5,000.17	5,500.00
1113.52240 WATER & SEWER	129.88	500.00	91.60	500.00
1113.52250 GAS UTILITY	6,435.00	7,000.00	3,056.63	7,000.00
1113.53120 UNIFORM ALLOWANCE	39,253.91	40,000.00	36,865.24	40,000.00
1113.53140 REPAIRS & MAINT-EQUIP-APPARATUS FLEET MAINTENANCE	54,622.69	97,940.00	72,262.26	90,000.00
1113.53150 OFFICE SUPPLIES	1,216.59	2,500.00	630.34	1,500.00
1113.53180 GASOLINE	18,509.92	18,000.00	12,571.29	18,000.00
1113.54110 OTHER EXPENSES/FIRE BUILDING AND GROUNDS MAINTENANCE	18,000.65	22,430.00	12,018.47	22,000.00
1113.55130 FIRE HYDRANTS	12,390.71	14,570.00	13,165.96	15,000.00
1113.55131 UNDERGROUND TANK INSPECTIONS	130.00	1,150.00	529.72	1,000.00
TOTAL FIRE	2,108,245.54	2,282,123.00	1,847,418.76	2,273,500.00

THE VILLAGE OF OAKWOOD
Expense Audit Trail Report

STARTING ACCOUNT: 101111354110
STARTING DATE : 01/01/2020
STARTING BATCH : 202001000
STARTING ACCT YR: 2020

ENDING ACCOUNT: 101111354110
ENDING DATE : 10/31/2020
ENDING BATCH : 202099999
ENDING ACCT Y : 2020

AS OF: 11/23/20

YEAR CHARGED:

HR	FISC DATE	TRANSACTION DESCRIPTION	DOCUMENT REFERENCE	VENDOR NUMBER	CHECK NUMBER	INVOICE NUMBER	DEBIT AMOUNT	CREDIT AMOUNT	OTHER AMOUNT
		OTHER EXPENSES							
1001-0066-1	01/30/20	OTHER EXPENSES					0.00	0.00	4708.75
3001-0066-1	03/31/20	OTHER EXPENSES					0.00	0.00	17291.25
3007-0062-1	03/19/20	SCBA REPAIR	2020000453	00293	0000066806	IN1433196	1137.48	0.00	0.00
3007-0139-1	03/18/20	CLEANING SUPPLIES	2020000448	01476	0000066738	576096	374.47	0.00	0.00
3007-0139-1	03/18/20	SAFETY GLASSES	2020000450	01836	0000066830	032579	452.57	0.00	0.00
4001-0005-1	04/09/20	OLD SQUAD 3 REPAIR	2020000524	00074	0000066830	032583	899.33	0.00	0.00
4001-0006-1	04/09/20	ENGINE 2 REPAIRS	2020000524	00074	0000066830	032583	644.44	0.00	0.00
4001-0054-1	04/09/20	REMOUNT RADIOS ETC,	2020000505	00493	0000066853	20200149	460.09	0.00	0.00
4001-0076-1	04/09/20	SQUAD BINS	2020000510	01725	0000066887	117595492	281.71	0.00	0.00
4011-0076-1	06/30/20	OXYGEN/ACETYLENE	2020000611	02328	0000068910	5505	211.15	0.00	0.00
6023-0047-1	06/30/20	REPLACE UPRITE COMME	2020000818	02486	0000067185	2637	3200.00	0.00	0.00
6024-0015-1	06/02/20	AMAZON ONLINE PURCHA	2020000630	HUNTR060	HCC060220	CCPJUNE20	17.97	0.00	0.00
6024-0017-1	06/02/20	AMAZON ONLINE PURCHA	2020000630	HUNTR060	HCC060220	CCPJUNE20	33.94	0.00	0.00
6024-0017-1	07/01/20	AMAZON ONLINE PURCHA	2020000903	02328	0000067198	5603	359.96	0.00	0.00
7010-0108-1	07/01/20	2 PROPANE REFILLS	2020000903	02328	0000067198	5603	38.80	0.00	0.00
7010-0115-1	07/01/20	AMAZON ONLINE-FIRE	20200722	HUNTR060	HCC070120	CCPJULY20	399.96	0.00	0.00
8001-0020-1	08/03/20	SHARPS CONTAINERS	2020000984	00211	0000067263	83699163	335.60	0.00	0.00
9029-0001-1	09/28/20	GRILL	2020001027	00654	WTSC091520	SEFTCC2020	349.00	0.00	0.00
9036-0004-1	09/01/20	AMAZON SCHWINN AIRDY	2020000814	HUNTR060	HCC090120	CCSEFP0120	899.00	0.00	0.00
9037-0117-1	09/30/20	FIRE HOODS	202001203	MUNICO50	0000067527	IN1491380	1923.00	0.00	0.00
3000-0000-0		CLEANING SUPPLIES	2020000448	01476			0.80	0.00	374.47-
3000-0000-0		SAFETY GLASSES	2020000450	01836			0.00	0.00	452.57-
3000-0000-0		ENGINE ONE REPAIR	2020000452	FALLS050			0.00	0.00	454.08-
3000-0000-0		SCBA REPAIR	2020000453	00293			0.00	0.00	1137.48-
3000-0000-0		CORRECT ACCOUNT	2020000452	FALLS050			0.00	0.00	454.08
4000-0000-0		REMOUNT RADIOS ETC,	2020000505	00493			0.00	0.00	460.09-
4000-0000-0		SMOKE DETECTORS	2020000505	00493			0.00	0.00	806.70-
4000-0000-0		SQUAD BINS	2020000510	01725			0.00	0.00	281.71-
4000-0000-0		ENGINE 2 REPAIRS	2020000511	00074			0.00	0.00	100.00-
4000-0000-0		OLD SQUAD 3 REPAIR	2020000512	00074			0.00	0.00	100.00-
4000-0000-0		CLOSE PO	2020000511	00074			0.00	0.00	100.00
4000-0000-0		CLOSE PO	2020000512	00074			0.00	0.00	100.00
4000-0000-0		CLOSE PO/DUPLICATE	2020000506	00169			0.00	0.00	806.70
4000-0000-0		OLD SQUAD 3 REPAIR	2020000524	00074			0.00	0.00	899.33-
4000-0000-0		ENGINE 2 REPAIRS	2020000524	00074			0.00	0.00	644.44-
4000-0000-0		OXYGEN/ACETYLENE	2020000611	02328			0.00	0.00	211.15-
6000-0000-0		SCHWINN AIRDYNE	2020000814	ANAZ0050			0.00	0.00	899.00-
6000-0000-0		REPLACE UPRITE COMME	2020000818	02486			0.00	0.00	3200.00-
7000-0000-0		2 PROPANE REFILLS	2020000903	02328			0.00	0.00	38.80-
7000-0000-0		SHARPS CONTAINERS	2020000984	00211			0.00	0.00	335.60-
8000-0000-0		GRILL	2020001027	00654			0.00	0.00	349.00-
9000-0000-0		FIRE HOODS	2020001203	00293			0.00	0.00	1923.00-
0000-0000-0		SUPPLIES	2020001352	00168			0.00	0.00	1299.41-
		TOTAL	101-1113-54110				12018.47	0.00	9493.95