

**The Village of Lexington Common Council held a Regular Council Meeting
Monday, November 23, 2020 via Zoom.**

Call to order the Regular Council Meeting at 7:00 p.m. by President Kristen Kaatz

Pledge of Allegiance led by President Kristen Kaatz

Roll call taken by Clerk Beth Grohman

Present: Jarosz, Muoio, Adams, Parraghi, Kaatz

Absent: – Klaas

Others present: Holly Tatman, Shelly McCoy, Michelle Irwin, Scot Hoskins, UHY, Tammy Pitzer, UHY, and 14 citizens

Public Comment – None offered

APPROVAL OF AGENDA – Motion Jarosz, seconded by Parraghi, to approve the agenda as presented.

All ayes

Motion carried

BUSINESS

ADMINISTRATION

A. MINUTES – Motion by Jarosz, seconded by Adams, to approve the minutes of the Regular Council of October 26, 2020 as presented.

All ayes

Motion carried

Motion by Parraghi, seconded by Muoio, to approve the minutes of the Special Council meeting of November 2, 2020 as corrected.

All ayes

Motion carried

Motion by Parraghi, seconded by Jarosz, to approve the minutes of the Special Council Meeting of November 16, 2020 as presented.

All ayes

Motion carried

B. TRUSTEE VACANCY APPOINTMENT - Motion by Kaatz, seconded by Muoio, to appointment of Mike Fulton to the Trustee for a two year term.

Discussion

Roll Call

Ayes – Kaatz, Muoio, Jarosz, Adams, Parraghi

Nays- None

Motion carried

Grohman administered the Oath of Office

C. AUDIT PRESENTATION – SCOT HOSKINS – Good cooperation from Management, everything went well and everyone was prepared, extra effort doing an audit remotely. Financial Statements – General Fund Balance is \$374,327, Municipal Streets \$606,653, other governmental funds, \$886,307. Statement of revenues, expenditures and changes in fund balances, General Fund, decreased by \$17,057, Municipal Streets, increased \$84,146 and other governmental funds, increased \$154,611. Net position of proprietary funds, sewer fund, \$1,242,644, water fund \$3,209,906, mobile home park \$1,723,766.

Recommendation to add another bank for deposit and investments. Banks only insure up to \$250,000.

Review Capital Assets and Long term debt. No new debt was acquired.

Pension liability, Village fiduciary net position is at 57.73% and the threshold is 60%.

Post employment benefits, Village OPEB Plan fiduciary net position is at 5.59% should be at 40%. Will need to file a corrective action plan.

General fund final budget has a positive variance of \$31,084. Municipal street fund also a positive variance of \$746.

Balance Sheet for Nonmajor Governmental Funds, total fund balance for combined funds, major and local streets, county roads and cemetery, \$886,307.

DDA Balance sheet, fund balance of \$133,603.

One material weakness presented, typical weakness for government entities similar to the Village size, is that the Village engages an accounting service to prepare the financial reports.

Improvements need on controls;

Cash deposited should be reconciled to the receipt register balance report, controls over the utility system, bank accounts under the Village's EIN should be reviewed, the Village administration allocation between various department's funds should be reviewed, Village should consider increasing its fixed asset capitalization policy. The fixed asset policy has been addressed.

Motion by Kaatz, seconded by Jarosz, to accept the audit as presented.

Discussion- Thank you to the staff

Roll Call

Ayes- Kaatz, Jarosz, Adams, Fulton, Parraghi, Muoio

Nays – None

Motion carried

D. INVOICE – KELLY LAW FIRM – Motion by Adams, seconded by Muoio, to approve the payment of \$3216.15 to Kelly Law Firm, \$735.00 from Admin, \$511.00 from Water, \$1592.00 from MHP, \$168.00 from Sewer, and \$210.00 from Zoning.

Roll Call

Ayes- Adams, Muoio, Jarosz, Fulton, Parraghi, Kaatz

Nays – None

Motion carried

E. MERS DEFINE BENEFIT ADOPTION AGREEMENT ADDENDUM – Motion by Jarosz, seconded by Adams, to approve the MERS Defined Benefit Adoption Agreement Addendum as presented.

Discussion

Roll Call

Ayes – Jarosz, Adams, Fulton, Parraghi, Muoio, Kaatz

Nays – None

Motion carried

F. COMMITTEE APPOINTMENTS – Kaatz recommends the following appointments

Planning Commission – Fulton

Parks and Recreation – Klaas and Muoio

Environmental – Jarosz

Mobile Home Park Advisory – Parraghi and Jarosz

Personnel – Fulton and Muoio

DDA – Adams

Fire Department Advisory – Klaas

Muoio recommended combining the Environmental and Parks and Recreation Committee. Kaatz recommended more discussion at the next Council Meeting.

Motion Kaatz, seconded by Jarosz, to approve the Committee appointments as presented.

Ayes – Kaatz, Jarosz, Muoio, Adams, Fulton

Nays – Parraghi

Motion carried

G. BOARDS/COMMITTEES REAPPOINTMENTS – Motion by Kaatz, seconded by Jarosz, to approve the reappointments as follows:

Bernie Havel – ZBA

Planning Commission – Jackie Huepenbecker and Will Morris

Cemetery – Patty Davis

All ayes

Motion carried

H. EMPLOYEE HOLIDAY BONUS – Motion by Muoio, seconded by Fulton, to approve the Employee Holiday Bonus not to exceed \$2450.00.

Discussion

Roll Call

Ayes- Muoio, Fulton, Jarosz, Parraghi, Adams, Kaatz

Nays – None

Motion carried

DPW/WATER/SEWER

I. CONCRETE BID UPDATE – Discussion on the bids and the updated information. DELS did misquote the bid for the mhp slab. High remarks from Heiden and Scott regarding Martin Concrete.

Motion by Jarosz, seconded by Muoio, to accept the bid from Martin Concrete for the annual concrete bid.

Roll Call

Ayes – Jarosz, Muoio, Fulton, Parraghi, Adams, Kaatz

Nays – None

Motion carried

MOBILE HOME PARK

J. MHP DEPOSIT REFUNDS – Motion by Fulton, seconded by Jarosz, to approve the refund of \$100 to Ann Marie Ventimiglia lot #24 and \$324 to Eric Leary lot #51.

Roll Call

Ayes- Fulton, Jarosz, Parraghi, Adams, Muoio, Kaatz

Nays – None

Motion carried

K. MHP ADVISORY BOARD RESIGNATION – Motion by Jarosz, seconded by Parraghi, to accept the resignation of Margaret Twigg from the MHP Advisory Board
Discussion – Margaret was a fantastic asset the board.

All ayes

Motion carried

L. MHP ADVISORY BOARD APPOINTMENTS – Motion by Jarosz, seconded by Kaatz, to approve the appointments of Tracy Zysk and Peggy Moran, to the MHP Advisory Board.

Discussion

All ayes

Motion carried

FINANCIAL REPORTS – Motion by Fulton, seconded by Jarosz, to approve the check register in the amount of \$92,542.59 , check numbers 35769 through 35843 and financial reports as presented.

Roll Call

Ayes- Fulton, Jarosz, Parraghi, Muoio, Adams, Kaatz

Nays- None

Motion carried

Reports

Manager Report

DDA Redistricting – Concerns of revenue loss

MHP Bluff Report

Staff Evaluations – Holly currently working evaluations

Water /SewerRates

Zoning – Jeff Kern ZA resigned- International Code – gives more authority over blight.

MHP Manager Report

Reformatting lots – Improvements and reformatting will allow for larger trailers,

DPW Report

Ice Rink – Work has started for one rink at the Lester Street Park

Correspondence- Thank you note from Tim Wrathell

PUBLIC COMMENT

None offered

COUNCIL PERSON COMMENTS

Fulton – Thank you to everyone for your support.

Jarosz – Questions regarding the zoom meetings. Kaatz responded

Kaatz- Thank you to everyone being tolerant to the zoom meetings. Thank you to the staff for continuing to work hard. The audit is a testament to how hard the staff is working. Need to enforce the recommendation from auditors. Thank you staff, Holly, Beth, Shelly and Michelle.

ADJOURNMENT

Motion by Jarosz, seconded by Muoio, to adjourn the meeting at 8:40 p.m.

All ayes

Motion carried