

Village of North Fairfield
Finance Committee Meeting
September 09, 2024

The Village of North Fairfield Council held a Regular Council Meeting on Monday September 09, 2024 at 6:00 p.m. at 3 East Main Street, North Fairfield, Ohio.

Roll Call: Cody Hacker, present; Sharleen Coy, present; Trevor Arnold, present; Jeremy Antill, absent; Adam Rouse, present; Joshua Radcliffe, present; Village Administrator, Tom Leto, present; Mayor, Casey Hacker, present; Fiscal Officer, Shellie Cherry, present.

Visitors in Attendance: Hershel and Ruth Honeycutt, and Clint Minniear

Previous Minutes of August 19, 2024: Joshua Radcliffe made a motion to accept the minutes. Adam Rouse seconded the motion
Roll call: Cody Hacker, aye; Trevor Arnold, aye; Sharleen Coy, aye; Joshua Radcliffe, aye; Adam Rouse, aye. All Ayes, **motion carried.** Minutes from August 19, 2024 are approved.

Committee of Council:

Finance/Audit Committee:

- An email was read by the mayor from Brett Duncan, who was unable to be here.

“ To whom it may concern,

I am writing to address an issue regarding the water distribution system in North Fairfield, which has been in place since 1957. Research indicates that ductile iron pipes, depending on soil conditions and installation practices, typically have a lifespan of 80 to 100 years. Our system is now 67 years old, and we have already experienced numerous breaks in various sections, highlighting that certain areas are prematurely failing.

It is imperative that we initiate a long-term infrastructure replacement plan over the next 20 years. By proactively starting this process now, we can ensure that we complete the necessary upgrades before the system fails completely. While we will pursue as many grants as possible to fund this replacement, we must also have the necessary funds available to support our efforts.

Various revenue-increasing measures can be explored, such as raising surcharges or increasing usage fees. In reviewing the rates of neighboring communities, it is crucial to consider the age and condition of their systems, as well as their financial reserves, to provide context for our situation. Based on my estimations, we need to implement an average rate increase of \$25 per month per tap connection. The total cost to replace the entire system is projected to be around \$4 million. If we are successful in securing grants that cover 75% of this cost, we can manage the remaining \$1 million over 20 years with the proposed rate increase.

This letter serves as a starting point for discussion, and I acknowledge that further revisions will be necessary as we move forward. I urge you to consider this rate increase so we can begin the vital process of securing the safety and reliability of North Fairfield's water system. Thank you for your attention to this important matter.
Sincerely, Brett Duncan Village of North Fairfield-ORC ”

We need to prepare for our system upgrade. The fiscal officer made some calls to answer questions brought up at the previous meeting. Norther Ohio Rural Water has a minimum up to 1,000 gallons \$ 6.00 a month, there is a \$28.00 Service fee a month. After the 2,000 gallons the price goes to \$13.00 per 1,000 a month. There is also a .91 leak fee, 4.65-line protection fee, and is 3,500.00 for tap in fee. The fiscal officer also did some investigating and the cost of supplies to go monthly will be Postage - .56 each x 163 = \$91.28 a month, Post Cards - \$40.00 a month, Toner – \$2.50 a mo., this totals \$133.78 a month divided by 163 customers = .82 per resident per month

Clint Minniear put in his input. There is no other answer then yes, even if we have to have rural water, we have to maintain the system. Rural water would put a master meter at the edge of town and we would still have to pay Brett and Clint to check and maintain the water. The bills would probably be at a base rate of \$80.00. That is with out the trash. People are not going to be happy no matter what. If you do the increase as a step process or all at one time, people will gripe.

The fiscal officer asked how the council feels about monthly billing, and asked how they would feel about getting paid monthly also. Joshua Radcliffe asked if there would be any extra fees for using more checks. If there are no fees, they all like the idea.

- Purchase and Procurement Policy

PURCHASES OF \$2,500.00 OR LESS

Purchases of \$2,500.00 or less shall be approved by Motion of Council.

Shall obtain Two (2) proposal/ quotes unless Council determines vendor a sole available provider due to the circumstances ...unless deemed an immediate emergency a necessity by the Mayor, Village Administrator and Fiscal Officer.

PURCHASES OF MORE THAN \$2,500.00, BUT LESS THAN \$10,000

Shall be approved by a Resolution of council after two or more quotes or proposals have been obtained unless deemed an immediate emergency necessity by the Mayor, Village Administrator and Fiscal Officer.

Shall obtain two or more quotes or proposals unless determined that purchase or procurement is only provided by a sole source as determined by motion of council.

~~Shall be authorized by Resolution unless deemed an immediate emergency necessity by the Mayor, Village Administrator and Fiscal Officer.~~

PURCHASES OF \$10,000.00, BUT LESS THAN COMPETITIVE BIDDING THRESHOLD (See ORC 9.17)

Shall obtain three or more proposals unless deemed an immediate emergency necessity by the Mayor, Village Administrator and Fiscal Officer at a special meeting.

Shall obtain three or more proposals unless determined that purchase or procurement is only provided by a sole source as determined by motion of council.

Shall be authorized by Resolution.

PURCHASES IN EXCESS OF COMPETITIVE BIDDING THRESHOLD (See ORC 9.17)

The village shall comply with competitive bidding threshold as provided by ORC 9.17 (See also ORC 731.141)

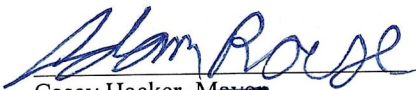
Emergency conditions obviate formal bidding and advertising. In case of real and present emergency (ORC 735.051)

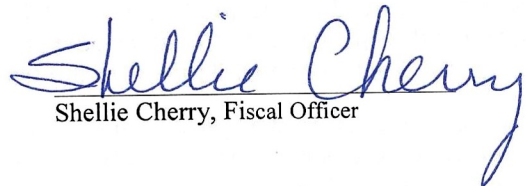
Shall be authorized by Ordinance

SOLE SOURCE Exception

Adjournment: Adam Rouse made a motion for adjournment. Sharleen Coy seconded the motion. Council voted, all ayes; motion carried at 7:05 p.m.

Approved and adopted by the Council of the Village of North Fairfield October 7, 2024.


~~Casey Hacker, Mayor~~
Adam Rouse, Council
President


Shellie Cherry, Fiscal Officer