

MEETING MINUTES OF THE COUNCIL OF THE VILLAGE OF WEST ALEXANDRIA

Special Meeting

Thursday, August 15, 2019

MEETING DATE: 08/15/2019

CALL TO ORDER TIME: 7:30 PM

ROLL CALL COUNCIL MEMBERS:

Members of council present: Karen Mays, Ashley Meyers, Dan Utsinger, Holly Robbins. Members absent- Jeff Hickey- excused, Shannon Smith – no information- absent.

OTHERS PRESENT –Village representatives/employees who were present: Fiscal Officer -Wendy Chesney, Clifford Scott (Service Dept), Mike McDonald (WAPD),

GUESTS-none expected

Mayor Lunsford called the meeting to order at 7:35pm. Mayor Lunsford stated the reason for the meeting from the notice posted, "Discuss and possibly take action on "ORDINANCE ADOPTING A TAX BUDGET FOR CALENDAR YEAR 2020 AND DECLARING AN EMERGENCY".

The council members present commented on the proposed tax budget for 2020 generated and distributed by the Fiscal Officer. Ashley Meyers inquired as to why tax budget had not prepared ahead of time and the necessity for a special meeting. Fiscal Officer, Wendy Chesney, responded that due to the overwhelming amount of duties that have been thrust upon her in the absence of, and due to both the Village Administrator and Utility Billing Clerk having resigned at the beginning of May, duties of those positions along with the increased daily foot traffic from Utility customers, Zoning customers, Mayor's court customers, had not left ample time to work on the budget in order to complete it prior to this week. She noted that she is the only person in the village office on a daily basis and is expected to tend to the needs of the customers under the direction of the Mayor / Acting Village Administrator, and this has caused her to be behind in her own duties/daily tasks as fiscal officer. Fiscal Officer noted that due to the nature of reviewing so many budgetary factors to prepare the tax budget, it isn't easily completed with multiple interruptions per day.

Fiscal Officer, Wendy, answered council member, Dan Utsinger's inquiry as to where the estimated revenue is derived, along with other budget related questions from additional council members Holly Robbins and Ashley Meyers. Fiscal Officer noted that the tax budget is an estimate of what might be anticipate for 2020 based on budget status as of the end of May, and that this is not the final budget presented to the county auditor for 2020. Fiscal Officer noted that the actual budget that the village presents to the county auditor is completed closer to the end of the current year for the next year, and is reflective of true year-end budget figures. The county works from a fiscal budget the village works from an annual budget.

Council member Karen Mays inquired as to whether the council members who hold a position on the Budget/Finance committee assisted with the preparation of the proposed 2020tax budget. Fiscal officer stated that neither of those members had inquired as to the status of its preparation, nor offered to assist in its preparation, even after she had notified the council and the county that an extension to file would be necessary.

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As of 7:45pm, council member Shannon Smith had not made himself present for the meeting. Fiscal Officer was directed to and attempted to contact him via phone to ask if he was planning to attend. Council member, Shannon Smith stated he was not planning to attend as he didn't realize at the time he agreed to be available for the special meeting, that he also had a previous engagement to attend.

Motion to adjourn the meeting was made by Karen Mays, and seconded by Dan Utsinger. Vocal Vote: 4 Ayes, 0 Nays. Motion Carried. Meeting Adjourned.

PASSED _____

MAYOR

FISCAL OFFICER