

## Minutes of City of Dunkirk Finance Committee held on April 29th, 2013

**Present:** Councilman Mike Michalski, Chairperson  
Councilwoman Stacy Szukala, Member  
Councilwoman-at-Large Stephanie Kiyak, Member  
Rich Halas, FAO  
AJ Dolce, Mayor  
Guests: Gib Snyder, Observer staff reporter

**Opening:** Chairman Michalski opened the meeting at 4:15pm.

### **Meeting Content:**

A motion was made to accept the minutes of the prior two meetings (March 11<sup>th</sup> & March 25<sup>th</sup>) by Szukala, seconded by Kiyak.

### **Old Business**

Halas reported source of \$125,000 revenue increase is still being researched. Repair to Equipment traffic control line was expensed from a National Fuel truck accident to a traffic signal. City is being reimbursed by National Fuel's insurance carrier.

Halas updated on "Due to / Due from". He is having Kevin Wystup from Johnson & Mackowiak check his figures before making any numbers available to the committee.

### **New Business**

Halas reported that he & Michalski had met with the city's insurance carrier representative, Wally Gotowka, from Lawley Insurance regarding Industrial Appraisal Co. and if their services were truly needed. The outcome of the meeting was that assets at the city's water filtration and sewer treatment plants needed to be evaluated. All other city assets would be covered by the city's umbrella policy, property insurance & vehicle insurance. Halas approached Gus Maas of Hill Engineering to provide replacement values for assets at the filtration/sewer plants at no additional charge to the city.

Kiyak question how we prove what assets the city has despite the city's umbrella policy. Halas recommended the use of KVS asset management software which would be maintained in-house at a substantial savings when compared to Industrial Appraisal Co. It was also recommended to have the city assessor review listed insured city properties as well as having department heads review listed vehicles for possible deletion of collision insurance on older vehicles.

Halas stated the city does have a long term contract with Lawley Insurance and the policy comes due in July. Halas felt that perhaps next year, the city should go out to bid for our coverage and there would not be sufficient time to gather bids for this year.

**Halas discussed the payment of improvements being made at the water treatment plant:**

There were two outstanding bills for Felletta. Halas contacted Mr. Felletta regarding services yet to be completed on filter bed six in order to comply with the Chautauqua County consent order time line. Halas stated no payment will be made until Mr. Felletta completes work.

Once Mr. Feletta completes his work, his services will no longer be needed by the city and future work will be placed out to bid.

**Halas discussed the HUD Report:**

A quarterly HUD report is compiled on a quarterly basis which details income received from payments made by borrowers to the DLDC.

**Fiscal Affairs Officer Summary report:**

The goal of each fund should be at 25%:

Expenses: Fund I - 21%, Fund II – 28%, Fund III – 23%

Revenues: Fund I – 57%, Fund II – 22%, Fund III – 18.5%

Fund III revenues may be low due to lost revenue from Cott's decreased operations at its Talcott location according to Dolce.

**Budget Drops:**

Bonding for the \$4.4 million water project was being bid out. No rate has been determined yet at this time.

Szukala questioned the Worker's Compensation line. Halas was unsure exactly how the County's self insured workers comp. fund works and will explore this program as well as other alternatives for a future meeting.

Szukala questioned how the "On Street Parking Fees" line could still be at zero given we are three months into the year.

Next meeting is scheduled for May 20, 2013.

Meeting adjourned at 5:15pm.