

## Minutes of City of Dunkirk Finance Committee held on November 18th, 2013

**Present:** Councilman Mike Michalski, Chairperson  
Councilwoman Stacy Szukala, Member  
Councilwoman Stephanie Kiyak, Member  
Councilman Andy Gonzalez  
Councilman William Rivera  
Rich Halas, FAO  
Mark Woods, City Treasurer  
AJ Dolce, Mayor  
Ron Szot, City Attorney  
Guests: Gib Snyder, Observer

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

### **Meeting Content:**

**Insurance update-** Halas reported he has reviewed discrepancies with city owned properties and vehicles with Lawley Insurance & department heads. Given the city has 50-60 vehicles, this process is still ongoing. Michalski stressed meeting with Lawley reps in Dec/Jan.

**KVS** – conversion is going well and still in a learning process. Treasury department is still waiting to convert receivables (taxes, water bills). Computer back up proposals are currently being researched and will be part of the bidding process. Kiyak wanted to know when Wood's department would take place. Woods was hopeful January 2014 would start the tax module and have all three modules completed by May.

**Board of Assessment Review** - Dolce stated all members of Board have been certified and he has only been able to appoint one person to this Board during his term. Current member include: Ken Hollander, Willy Rosas, Ashley Erickson, Vicki Westling and William Rivera.

Szukala asked what would happen if recent assessment challenge resolutions had been voted down by council? Szot stated the assessment challenges, if voted down by council, may have resulted in a lawsuit, settlement or gone to trial.

Halas covered the cost incurred to the city for the two assessment challenges for appraisal services totaling \$3,300. Halas was unaware of the actual appraised values of the properties and questioned why value was not made public. Szot stated these appraisal companies were used because of the complexities involved with valuating nursing homes.

**Property demolition recovery** – city will demolish homes at its own expense due to safety issues following a fire. Michalski questioned what if any procedures are in place to ensure city recovers money spent. Szot stated liens are placed on these properties. Given owners state of residency, it may make it difficult to recover. Halas questioned if city can sue owners? Szot stated residency concerns and fact that County will pay on back taxes only if sent to foreclosure at county level. Concerns were expressed by the committee that insurance claims were being paid out to the property owner, despite city incurring demolition expenses, without recovery of money spent by the city.

**2014 RFP's & RFQ's** – a list of services for bidding was compiled for 2014 which included: lawn mowing, assistant building inspector, IT, cable access channel management, leasing of fish cleaning station and city's insurance carrier.

**Budget Requests** – Halas reviewed budget transfers: \$5000 from Uniform Allowance in Fire Department to Contracted Services – Fire to pay for National Fuel improvements at the Fire training grounds. Next was a \$50 transfer from city clerk's central supply line to city clerk general supply line.

#### **Fiscal Affairs Summary Report-**

October's goal is 83%

Expenses: Fund I 63%, Fund II 74%, Fund III 71%

Revenues: Fund I 78%, Fund II 81%, Fund III 77%

Szukala questioned Fund III revenue line - Sewer rents pretreatment fees and waste hauling fees is at zero despite budgeted at \$3,500. Woods stated plant supervisor Sean Raynor may know why no revenues have been collected on this line.

**Treasure's Report-** Woods reported the administration fee from water fund was transferred to the general fund of \$250,000.

**Meeting adjourned at 5:15 pm.**

