

Finance Committee
Monday, August 26, 2019
5:30 p.m., Multi-Purpose Room

In attendance: John Coyne-Chairman, Jim Shields, Paul Rose, Bill Lamb, Dennie Simpson, Eric Heffinger, and Bob Starcher

Also present: Mayor Hanwell, Greg Huber, Keith Dirham, Patrick Patton, Nino Piccoli, Jonathan Mendel, Jansen Wehrley, Mike Wright, Chief Kinney, Kimberly Marshall, Kathy Patton, Cindy Latuska, Bethany Dentler, Matt Weiderhold, Tammy Kirby, Brian Ferron (Historical Society), George Sam (Main Street) and Allison Wood – Cleveland.com.

1. Assignment of Requests for Council Action

2. 19-131-8/26 – Budget Amendments
#2019-022 – Accept Donation CAMBA

Mr. Wehrley stated this is a \$3,000 donation from the Cleveland Area Mountain Bike Association, these funds will be used for operating supplies to perform trail maintenance. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion Passed 7-0.

#2019-023 – e-Ticket Parking System – Police

Mr. Dirham stated this is the appropriation for the new equipment since they can't chalk vehicle tires anymore. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion Passed 7-0.

#2019-024 – Bicentennial Sales

Mr. Dirham stated this is from more sales and they need to appropriate the funds. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion Passed 7-0.

#2019-025 – Accept Donation – Medina Sunrise Rotary for Playground Equipment

Mr. Wehrley stated this donation is for \$21,175 to fund a new playground at Memorial Park. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion Passed 7-0.

3. 19-132-8/26 – Amend S&B Code Salary Chief Probation Officer/Create Deputy Chief Probation

Cindy Latuska stated that Marirose Power is retiring after 31+ years and they hired a new Chief Probation Officer starting on September 23rd, 2019. After viewing the state and national average, it was adjusted accordingly by lowering the paygrade. In addition they established a second in command, Deputy Chief Probation Officer, for Gene who has been a probation officer for 19 years.

Mr. Coyne said he feels that they can discuss the new position with the upcoming Budget for their department. John questioned what the job description modifications for the Chief Probation Officer are.

Cindy stated the last one they had was several years old, so Judge Warner and she went through and cleaned it up and made it more modern, and administrative positions added some grant writing in there as well.

The Deputy Chief they kept also as probation officer duties, but added some staffing and training. Cindy stated they will start the new Chief Deputy at 16E and then see from there. Emergency clause is needed due to Marirose retiring. Mr. Shields moved to approve with the emergency clause, seconded by Mr. Simpson. Motion Passed 7-0.

4. 19-133-8/26 – Adopt Job Description – Chief Probation Officer

Mr. Shields moved to approve with the emergency clause, seconded by Mr. Simpson. Motion Passed 7-0.

5. 19-134-8/26 – Adopt Job Description – Building Custodian (Municipal Court)

Cindy stated they are trying to update their job descriptions, the old descriptions did not include a few things that they wanted. Physical demands were added as well. Mayor Hanwell explained that the physical demands be included in the essential job functions where they can't be a requirement.

Mr. Shields moved to approve, as amended to reflect the changes of physical demands, change the 6 to 8, and add working in adverse weather to both job descriptions, seconded by Mr. Simpson. Motion Passed 7-0.

6. 19-135-8/26 – Accept Capital Improvement Plan (MCRC) & Expenditure

Mr. Wright stated they are currently repairing the roof and exhausted the existing purchase order. Requesting to place all funding in the cash balance for 575 in a P.O. for the schools. Mr. Shields moved to approve with the emergency, seconded by Mr. Simpson. Motion Passed 6-1. Jim Shields abstained.

7. 19-136-8/26 – Increase P.O. 2019-0489 – Signal Service Co. – Street Dept.

Nino is requesting to increase P.O. to \$60,000.00 with Signal Service Company. There have been numerous emergency repairs involving city traffic systems and there are also maintenance items necessary to the preemption system. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion Passed 7-0.

8. 19-137-8/26 – State Bid Purchase – 2020 Chevrolet Malibu - Police

Chief Kinney stated this is a new vendor approval for Chevrolet of Aurora for a state bid vehicle. This would be a replacement for one of their detective bureau vehicles, they are all 9 to 10 years old and need to start rotating them out. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion Passed 7-0.

9. 19-138-8/26 – Approve HPB Historic Landmark Designation – 205 S. Prospect St.

Mr. Mendel stated the HPB did recommend approve of the Historic Landmark Designation of 205 S. Prospect St. (Phillips-McDowell House) which does mean that future renovations and alterations to this site would have to be reviewed and approved by the Historic Preservation Board. The current owner and the applicant are fully aware of the restrictions that this designation would apply to the property. The applicant is looking to apply for Ohio History Grant Funds and there is a September 4th deadline on that and is why the emergency clause is needed.

Mr. Coyne stated as long as they have the property owner sign something that they agree because if something happened and they didn't buy it, this designation will be on their property and they would have to comply with it no matter what.

Mr. Mendel stated that yes the landmark designation process within our city code requires that the owners, the current property owners at the time of nomination are in full agreement with it and they have a letter like that from a representative of the family in the HPB file.

Mayor Hanwell said they are not trying to obstruct it or harm it going through, and he can even send a letter to help reassure that it is a done deal, because the ordinance process has to be followed pretty strictly so if council is ok with him sending a letter on city letterhead stating it was presented to finance and passed 7-0 and that council had just returned from summer break and it couldn't be prepared. Mr. Shields moved to approve with the emergency, seconded by Mr. Simpson. Motion Passes 7-0

10. 19-139-8/26 – PY18 CHIP Private Rehab – 3877 Miller Dr. Brunswick

Mr. Mendel stated this is a CHIP program private home rehab, this project had been approved previously by the council for a \$25,545 dollar amount and due to further review and analysis of the building, there was some additional work that needed to be done. Change order was submitted of \$9,636 but with some further investigation it looks like another change order will need to come so they are requesting to take it up to the maximum of \$40,000 just in case. Emergency clause is requested to expedite the project in payment to the contractor. Mr. Shields moved to approve with the emergency, seconded by Mr. Simpson. Motion Passes 7-0

11. 19-140-8/26 – Then & Now – PY18 CHIP Rehab – 87 Circle Dr.

Mr. Dirham stated they need paid. Mr. Mendel stated this was an emergency HVAC replacement under the CHIP program. This was needed due to health concerns making it an emergency before they were able to set and establish P.O. through this process. Mr. Shields moved to approve with the emergency, seconded by Mr. Simpson. Motion Passes 7-0

12. 19-141-8/26 - Form Energy Special Improvement District, Project & Levying Assessment

Kimberly stated they have been researching a new economic development tool called PACE (Property Assessed Clean Energy) Financing. In order to utilize this program you have to form an Energy Special Improvement District (ESID) and this would allow property owners to make energy improvement upgrades. They found out that a municipality has to take the lead in forming the Energy Special Improvement District and then from there, we can build it out throughout the counties so that the entire county can benefit from it. Board members are Councilman Bob Starcher, Kimberly Marshall, Bethany Dentler, Amy Lyon-Galvin and Scott Miller. They are asking for 3 resolutions provided in packet. All of which would be subject to the Law Director's approval. Requesting the emergency clause due to pending projects in the city. Bethany spoke on the plan and how we want to approach building it out through the county. Some members of council and the Law Director feel they need more time to review the information.

*Tabled

13. 19-142-8/26 - Grant Application – Ohio Public Works Commission

Patrick Patton stated they are recommending a bridge/culvert replacement project for this year's OPWC program specific to the Gates Mills Blvd. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion Passed 7-0.

14. 19-143-8/26 – ODOT Bridge Inspection Program

Mr. Patton stated they need to renew this program with ODOT, it allows ODOT to hire a consultant to inspect the City's roadway bridges at no cost to the city it is federal funds funneled through the state. This would renew for three years taking us to 2022. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion Passed 7-0.

15. 19-144-8/26 – Delta Airport Consultants – Task Order #1 N-S Runway

Mr. Patton stated this is the extension N-S runway, they just accepted bids on Friday. This is for Delta Airport amendment to allow them to complete the design. Total cost for city is \$40,000.00 Coming from the 547 Airport Fund. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion Passed 7-0.

16. 19-145-8/26 – Expenditure Over \$15,000 – GameTime – Playground Equipment

Jansen Wehrley stated this is to purchase and install Playground Equipment at Memorial Park specifically for children ages 2 – 5 years of age. Current one is over 20 years old and is underservant for the age range. Jansen stated it's on their high priority list to replace this playground. The donation is from the Medina Sunrise Rotary in the amount of \$23,184.83. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion Passed 7-0.

17. 19-146-8/26 – Mayor's Pledge – NRPA 10 Minute Walk Campaign

Jansen stated Mayor Hanwell is to join the "Mayor's Pledge" with the National Recreation and Parks Association' 10-minute walk Campaign by pledging a commitment to make sure that everyone in our cities across the country has safe, easy access to a quality park within a 10-minute walk of home by 2050. Main Street has applied for a grant of \$40,000.00 for a South Town District Walking Loop that was presented to city administration in July. Emergency clause is required due to time constraints. Mr. Shields moved to approve with the emergency, seconded by Mr. Simpson. Motion Passes 7-0

18. 19-147-8/26 – Increase Expenditure – P.O. 2019-595 – Coopers Leading Edge-Sanitation

Mr. Piccoli would like to increase the P.O. from \$15,000 to \$25,000 for repairing dumpsters. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion Passed 7-0.

19. 19-148-8/26 – Bids, South Court Water Tank Improvement Project (Job #1060)

Nino stated Dixon Engineering has prepared the plans and specifications for this work, and is including the fill pipe replacement, condensate drain replacement and dry interior coating, the estimated cost is for \$275,000.00 and will be funded out of #546. The emergency is needed due to the existing fill pipe beginning to corrode significantly. Mr. Coyne questioned the estimated life after it is fixed. Patrick stated the last one lasted approximately 31 years. Mr. Shields moved to approve with the emergency, seconded by Mr. Simpson. Motion Passes 7-0

20. 19-149-8/26 – City Hall Parking Deck Materials Testing & Inspection (Job #1030)

Mr. Patton stated this is to enter into an agreement with a qualified materials testing and inspection firm to provide these services for the City Hall Parking Structure. This is critical in order to obtain sufficient quality assurance for this structure. Patrick has received two proposals so far and is waiting for two more. Total amount estimated for this service is \$30,000 based on last parking deck. Mr. Shields moved to approve with the emergency, seconded by Mr. Simpson. Motion Passes 7-0

21. 19-150-8/26 – PY18 Chip Private Rehab – 33 Circle Drive

Mr. Mendel stated this is another CHIP rehab and the contracting amount is just under \$36,000 but they would like to do the P.O. for \$39,000 just in case there are any change orders that come in they will have a little buffer. Emergency clause is needed for the same reasons as being able to pay the contractor in a timely manner so they can keep bidding on CHIP projects. . Mr. Shields moved to approve with the emergency, seconded by Mr. Simpson. Motion Passes 7-0

22. Executive Session: (imminent litigation)

It was moved by Mr. Shields and seconded by Mr. Simpson to enter into Executive Session at 6:38 p.m. for the purpose of conferences with the City's Law Director concerning disputes involving the City which are the subject of pending or imminent court action to include the Mayor, Law Director, and Finance Director. The roll was called and passed by the yea votes of B. Lamb, P. Rose, J. Shields, D. Simpson, B. Starcher, J. Coyne and E. Heffinger.

Executive session adjourned at 7:20 p.m. Finance committee reconvened and there being no further business, adjourned at 7:20 p.m.

John M. Coyne, Chairman