

**Finance Committee**  
**Monday, May 11th, 2020**  
**6:00 p.m., Rotunda**

**In attendance:** J. Coyne - Chairman, E. Heffinger, P. Rose, and J. Shields. B. Lamb, D. Simpson and J. Hazeltine

**Also present:** Mayor Hanwell, Greg Huber, Keith Dirham, Patrick Patton, Nino Piccoli, Kathy Patton, and Chief Kinney.

1. Assignment of Requests for Council Action
2. 20-092-5/11 – Budget Amendments

**#8596-Repay Advances / Cover Shortfalls**

Mr. Dirham stated there are four here, the first one is repaying an advance from General Purpose Capital Fund to the Fire Capital Fund. The second one is repaying an advance from the General Purpose Capital Fund to the Water Capital Fund. The third one is a new advance into the Mechanics Fund because our current rate is not enough to cover the operations and have to increase the rate. The final one is a transfer and reason is when people pay for a building permit part of it goes to the Board of Building Standards Fund and the other part goes to General Fund, we had some refunded permits that we refunded out of Board of Building Standards that should have been refunded, we didn't get the General Fund portions we have to reimburse the Board of Building Standards Fund because it is negative. Mr. Shields moved to approve the budget amendments, seconded by Mr. Simpson. Motion Passed 7-0.

3. 20-093-5/11 – Fund Advance – Mechanics Fund

Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 7-0.

4. 20-094-5/11 – Fund Transfer – Board of Building Standards Fund

Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 7-0.

5. 20-095-5/11 – Expenditure – Technology Engineering Group – Municipal Court

Asking to spend about \$67,850.00 through TEG to change their servers and also have a backup in replacing Barracuda which will be obsolete in June 2020. They will use Carryover for this. This is compatible with the City Hall system. Mr. Shields moved to approve with the emergency clause, seconded by Mr. Simpson. Motion passed 7-0.

6. 20-096-5/11 – Accept Grant – Ohio Body Armor Program – Police Dept.

Chief Kinney stated this is one of their Body Armor grants and the total project is \$16,560. Our award will be \$12,420, they do have a 25% match which is \$4,140 and are requesting permission to authorize acceptance for it. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 7-0.

7. 20-097-5/11 – PY20 CHIP Grant Application

Mr. Mendel stated they have been doing the CHIP Grant Program through the State of Ohio for decades and this is just to continue another round for program year 2020 in partnership with the

City of Brunswick as we have been doing for the last couple cycles. The City of Medina is the grantee so we are the fiscal agent and project manager for the grant. Emergency is requested so that we can have it in time to apply. Mr. Shields moved to approve with the emergency clause, seconded by Mr. Simpson. Motion passed 7-0.

8. 20-098-5/11 – Increase P.O. #20-731, Zashin & Rich – Law Dept.

Mr. Huber stated this is for the Zashin & Rich law firm that helped us with the Union negotiations and the Fact Finding procedures that resulted in the union contracts. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 7-0.

9. 20-099-5/11 – Expenditure Over \$15,000 – CXT Incorporated – Parks Dept.

Jansen Wehrley stated this is for the purchase and installation of a precast single vault restroom and is handicapped accessible at the Sam Masi Park. This project was collaboratively funded through donations from the Miracle League of Northeast Ohio and also the Willard Stevenson Foundation. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 7-0.

10. 20-100-5/11 – Discussion: Comprehensive Plan Update – RFP’s received

Mr. Mendel stated this is for a new Comprehensive Plan for the City of Medina and have had many discussions over it. We received five proposals and in light of other items they have been talking about in terms of finance and revenue for the City of Medina the five that came in range from \$78,000 to \$149,000 for a new Comprehensive Plan. The last six weeks things of course have stalled due to uncertainty. Jonathon wanted to present this to council for a determination of what direction they would like to take in moving forward. He offered some other suggestions such as cancelling the project in order to have the funds maybe focused in another priority area in the community, or conduct doing in house with some costs still but not as much. It is necessary at this time though to provide direction to the consultants that applied.

Mr. Lamb stated he put together an outline of how we could put together a group to work with us on this that was a broader community group. Bill stated his sense now with the virus and the changes occurring, his preference would be non-essential expenditures would probably be wise to put off for maybe review in 3 or 4 months. His preference would be to contract it as they have in the past. Let the companies know we are going to move forward with it basically in the same manner we have proposed, but we would wait awhile to make a decision.

Mr. Mendel questioned if they want to cancel the project for now with likely going back to the RFP’s again later this year.

Mr. Lamb agreed with Jonathon on that and putting it on hold not choosing anybody now or accepting a contract.

Mr. Coyne agreed with putting it on hold but stated the issue is not 2020 the issue is 2021.

Mr. Huber stated if we hold off and wait they may have a few more proposals.

Mr. Mendel stated the grant dollars will be good until 2021 and if not, he and Sandy can work with the State and see if they can reallocate the program design to put that \$20,000 into something else that can help. He will double check on the dates that may affect the grant.

11. 20-101-5/11 – Then & Now – Municipal Court – Pioneer Technology Group

Mr. Dirham stated it is for a then & now and the emergency clause is requested because the money has already been spent and we need authorization to pay the vendor.

Bill was not paid. Services were done and \$10,000 was paid so far out of the \$56,000 that is due and owing.

Mr. Huber stated his advice on this would be to table until Nancy Abbott explains what the issues are that she is having, because it is highly unusual to have an invoice for \$56,000 and only pay \$10,000.

Tabled

12. 20-102-5/11 – Bulletproof Vest Partnership Program – Police Department

Chief Kinney stated this is their federal vest reimbursement program. Total project cost is \$16,278 and their award is \$8,139 with the 50% match. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 7-0.

13. 20-103-5/11 – Agreement w/Euthenics, Inc. – Gates Mills Bridge Replacement

Mr. Patton stated they do have an Ohio Public Works Commission grant in the amount of \$485,120.00 towards this project. They did a Qualification Based Selection process and determined Euthenics was the most qualified. Estimated cost is \$91,374.00. Coming out of the #108 account. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 7-0.

14. 20-104-5/11 – Amend Sections 31.03 & 31.16 S&B Code – Payscales/Healthcare

Mayor Hanwell stated he is asking Council to pass on to the non-union employees the same rate increases that were awarded to the Teamsters and the three OPBA Unions through the collective bargaining process. Mr. Coyne stated people may be wondering how we are going to give employees a raise when we are cutting budgets 10%, and the important thing to remember here is that people are the most important component of the services that are provided. Mr. Shields moved to approve with the emergency clause, seconded by Mr. Simpson. Motion passed 7-0.

15. 20-105-5/11 – Amend Various Sections S&B Code Pertaining to Union Agreements

Mr. Coyne stated this is to change all the Salaries and Benefits code related to the different classifications of officers and shift differentials and clean up as far as the calculations for vacation time. Mr. Shields moved to approve with the emergency clause, seconded by Mr. Simpson. Motion passed 7-0.

16. 20-106-5/11 – Bid Acceptance – Lindenwood Lake Dam Improvements

Mr. Patton stated typically when they receive bids they would just go to BOC for award. While discussing this at Finance Committee, they were asked to bring bids back before awarding for further discussion. Primarily because of the uniqueness of this and funding source, is Council's discussion and intention to assess the property owners for the cost of this project? Project estimate was a little over \$238,000, the actual low bid came in at a little under \$198,000. They feel good about the bid and would like to move forward. After speaking to Mr. Huber, he feels there are a few things that Council needs to weigh in on perhaps in the way of an ordinance. The mechanism for us to assess the project to follow ORC is Patrick will have to write a letter once council authorizes to the property owners giving them a certain amount of time to do the repair

themselves. We are going to suggest 30 days because we believe all the property owners are on board. Once the 30 days expire, the City can start the project. The length of term on the assessment is a concern, and the interest rate that we may or may not charge is a concern.

Mr. Coyne stated the interest rate that the county is going to charge is 3% interest each year for collecting it.

The first question we have to discuss on council is that we don't have many of these so what would be the payback period. A normal assessment is 10 to 20 years.

Several residents commented during the meeting with the majority of them in favor of the project and assessments.

Mr. Coyne stated to Mr. Dirham that there are two ways they can go about this one is a payment that is equal every year and then there's a declining balance payment. Keith stated he can make an amortization schedule for whatever interest rate you decide, and then the question is whether or not you want to amortize it so that the payment is the same every year or just leave it so the principal is the same every year and the payment would decline as the balance declined.

Mayor Hanwell stated we have to be careful with the bid, it had a start date and a completion date in it.

Mr. Huber stated Kathy Patton passed out some legislation she found when we assessed back in the mid 90's, and the term in that ordinance for sidewalk assessments was 15 years and the interest rate was tied to the bond interest rate which is typical and that is a good starting point.

Mr. Simpson stated that possibly delaying this project for thirty days could have an effect on the bidder that we received.

The city would have to rebid if they held off on this even if it were for just 30 days.

Mr. Coyne asked how everyone feels about a period of 15 to 20 years of the options they have. Mr. Lamb is comfortable with either and likes the idea of 15 years for the city, Paul likes 20 years and wants to be able to protect the city.

Mr. Dirham stated that since they would not be issuing a bond for this because it is too small his suggestion is to call an underwriter and get a quote of what we would be looking at on a 20 year bond stating it may be close to 3% or under.

Mr. Coyne stated the goal for the city is to just pay back the money we lend out. Is everyone here ok with Mr. Huber's suggestion of tying it to what a 20 year bond would be?

Mr. Patton stated they are preparing and are almost done with the plans for FOHA and their dam project and it is very similar to this one so we are going to be back here in another month or so, we are setting precedence here.

Mr. Dirham explained that the county charges a fee to collect an assessment. Keith stated he would look into seeing if the residents want to pay their assessment before he has to turn it into the county and just pay the city to avoid the 3% fee charge. He is not sure that can be done but will look into it.

Mr. Coyne suggested the 20 years and to have Keith look into what the 20 year bond rate would be on the issuance of a bond, so we know that number and he can submit that email to us and the people of Lindenwood. Mr. Shields moved to accept the bid, seconded by Mr. Simpson. Motion passed 7-0.

17. 20-107-5/11 – Purchase (1) 2020 F350 w/Utility Service Body – Water Dept.

Mr. Piccoli stated this is for a one ton truck through the CUE program and the amount of for \$44,680.86 for the Water Department and will be replacing truck #26. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 7-0.

18. 20-108-5/11 – Exemptions to Zoning Code related to Outdoor Dining during Covid – 19

Mr. Mendel stated this is something that the administration put together to assist the local restaurants. Right now the zoning code where outdoor dining is permitted, it is a conditionally permitted use in several of the zoning districts, and usually requires a 3 week application and then goes in front of the Planning Commission. So that the restaurants can implement opening as quickly as possible, we are requesting in an emergency perspective, exemption from that Planning Commission 3-week process. All the normal regulations still apply.

Mayor Hanwell advised the Council that when a restaurant opens, they have to identify the liquor permit premise which generally is the building if they have an existing patio, it would generally include the patio, but in this case - if they create an outdoor space that was not used for food before, it may not be used for liquor without them filing a new permit with the state or the state waves that regulation during this time. We are asking tonight that this be used for food and food only, if the State somewhere down the line lifts those regulations and determines if you have an existing liquor permit for indoor and then you are permitted to have outdoor, we will let that ride along during the pandemic. It doesn't automatically extend their liquor premise.

Mayor Hanwell stated they will have to look at tables and chairs on the sidewalks on a case by case basis, they have to leave space for pedestrians to easily pass and not have to step into the street to get past.

Mr. Coyne stated they will also have to prohibit the sales of alcohol on the public right-of-ways. John just wants it clear and to be stated.

Mr. Shields moved to approve with the emergency clause with the Law Director's approval, seconded by Mr. Simpson. Motion passed 7-0.

19. Executive Session: (pending/imminent litigation / contract negotiations)

It was moved by Mr. Shields and seconded by Mr. Simpson to enter into Executive Session at 7:15 p.m. to consider the employment of a public employee or official, conferences with the City's Law Director concerning disputes involving the City which are the subject of pending or imminent court action and preparing for, conducting, or reviewing negotiations or bargaining sessions with employees concerning their compensation or other terms and conditions of their employment and to include Mr. Huber and Mayor Hanwell. The roll was called and passed by the yea votes of P. Rose, J. Shields, D. Simpson, J. Coyne, J. Hazeltine, E. Heffinger, and B. Lamb.

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Executive session adjourned at 7:36 p.m. The Finance meeting reconvened at 7:36 p.m., and there being no further business the meeting adjourned at 7:36 p.m.

John M. Coyne, Chairman