

**Finance Committee**  
**Monday, November 23, 2020**  
**6 p.m., Medina High School PDC Room**

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

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

1. Assignment of Requests for Council Action

2. 20-235-11/23 – Amend S&B, Section 31.13 – Vacation

Mr. Dirham stated the maximum possible cost is \$71,000 if nobody took any vacation from now till the end of the year, which typically doesn't happen. The holidays are here and people tend to use their vacation. Keith stated they are just trying to give employees the ability to cash out vacation time that they normally couldn't. It's been a strange year with the virus and people not being able to take vacation.

Mr. Coyne stated this is just for the year 2020 and they would be able to cash out the amount they would otherwise lose.

Mr. Shields moved to approve with the emergency, seconded by Mr. Simpson. Motion passed 6-0.

3. 20-236-11/23 – RFP's Drug Screen and Related Professional Services

Mayor Hanwell stated this is done once annually for competitive bids. Emergency is needed due to receiving this late. Mr. Shields moved to approve with the emergency clause, seconded by Mr. Simpson. Motion passed 6-0.

4. 20-237-11/23 – Increase Exp. P.O. #2020-1056 – HSH Excavating - Service

Mr. Piccoli stated consultants working for ODOT inspected the bridge on N. Spring Grove and determined that it was failing. It was scheduled for April but they recommended it be closed immediately and we had to shut the road down. We hired HSH to patch the culvert. Documented the repair and sent it to ODOT and they approved it and we opened it back up. With this necessity we have to increase this P.O. The bridge will still be replaced in the spring. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 6-0.

5. 20-238-11/23 – Increase Exp. P.O. #2020-1206 – Dixon Engineering – Water  
Mr. Piccoli

Mr. Piccoli stated this will allow Dixon Engineering to prepare the bid spec and assist with inspections of obtaining a contractor. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 6-0.

6. 20-239-11/23 – Increase Exp. P.O. #2020-0605 – Main Street Lighting - Streets

Mr. Piccoli is asking to increase the existing P.O. for Main Street Lighting. To date we have replaced 14 street luminaires and there is room for an additional 6.

7. 20-240-11/23 – Establishing New Fund – Medina Square Christmas Lighting Fund

Mr. Dirham stated they received a donation and need a fund to keep track of these.

Mr. Coyne stated he heard the donation was approximately \$75,000.00 and was very excited.

Mr. Huber asked Keith if we actually received this money yet or got a communication and what prompted this request. Keith responded he was not sure and will check into it.

Mr. Coyne asked for an email with any information Keith may find on the money.

Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 6-0.

8. 20-241-11/23 – Request to Repay Advances

Mr. Dirham stated as they get to the end of the year this is a request to repay outstanding advances, the auditors require us to roll these once a year in order to preserve them as advances. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 6-0.

9. 20-242-11/23 – Request to Rollover Outstanding Advances

Mr. Dirham stated these are the ones we are not repaying. We are rolling them over but we are just re-advancing the money because we haven't received it yet. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 6-0.

10. 20-243-11/23 – Budget Amendments

#2020-055 – Misc.

Mr. Dirham stated this is a massive budget amendment, it cover the rollovers in the last two ordinances. It also covers a whole bunch of things in the 170 Fund which is the CARES money and as we are getting towards the end of the year, we are covering ourselves on a whole bunch of lines so we don't run out of money. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 6-0.

#2020-058 – Police Dept.

Chief Kinney stated they want to move \$25,000 from Salaries into Maintenance of Facilities for a locker room rehab for the women and men locker rooms. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 6-0.

11. 20-244-11/23 – Amend S&B 31.04 – Parks Director Pay Adjustment

Mayor Hanwell stated they asked Jansen Wehrley to take over the oversight of the MCRC and for that additional responsibility he is asking council to increase his compensation by \$12,000.00 annually for a period of time until we hire a new director. It is not a permanent position it is an interim position but previous director was paid \$70,639.00 a year. This is roughly 17% of that.

John asked how this affects his job description.

The Mayor said it is other duties as assigned and he is being asked and has agreed to take this on and doesn't want to change his job description as it may not be permanent.

John wants to make sure if we are increasing pay for a job that he is going to do, that he is allowed to do the job under his description and it sounds like it is.

Mayor Hanwell also asked council to make it retroactive to November 9<sup>th</sup>, 2020 that is when Jansen assumed the duties.

His salary today will be out of the Parks budget, and the additional \$1,000 per month will be from the Rec Center. If Jansen steps away either it be with a new director or he can't continue with all the responsibilities or the position is terminated, then that is the provision they would reconsider to terminate this so we don't have to come back with new legislation.

Mr. Coyne asked that between now and the council meeting can we just modify that structure with Mr. Huber's assistance and Kathy's assistance and pass the ordinance stating something to the effect that the pay change shall remain effective until the either of the following events occur, the hiring of a new MCRC Director, the discontinuation of the job duties of the current Parks Director of the Rec Center, or the restructuring of the workings of the Rec Center management duties. Mr. Shields moved to approve as modified with final approval of the Law Director, seconded by Mr. Simpson. Motion passed 6-0.

12. 20-245-11/23 – Expenditure Over \$15,000 – Halo Mechanical - Service

Mr. Piccoli stated this request is tied to the Covid-19 Cares HVAC Project. The previous sheet metal Litchfield Heating Company will not be able to meet our deadline. This will be covered under the Public Building carryforward funds. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 6-0.

13. 20-246-11/23 – Expenditure Over \$15,000 – Mason Custom Builders - Police

Chief Kinney stated this is for the remodel project on the Men and Women's locker rooms. It will be completed by Mason Custom Builders. Not to exceed \$25,000.00. This is phase one. Mr. Shields moved to approve not to exceed \$25,000.00, seconded by Mr. Simpson. Motion passed 6-0.

14. Executive Session: (Imminent litigation)

It was moved by Mr. Shields and seconded by Mr. Simpson to enter into Executive Session at 6:33 p.m. for 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, the Law Director and Judge Werner. The roll was called and motion passed by the yea votes of E. Heffinger, B. Lamb, J. Shields, J. Coyne, D. Simpson, and P. Rose.

Executive Session adjourned at 7:28 p.m. and there being no further business before the Finance Committee, the meeting adjourned at 7:29 p.m.

John M. Coyne, Chairman

\*\*Due to the Council Rotunda Renovation Project at Medina City Hall, the meeting was relocated to Medina High School PDC Room.