

Finance Committee
Monday, March 8th, 2021
6 p.m. Medina City Hall – Rotunda

In attendance: J. Coyne – Chairman, E. Heffinger, P. Rose, J. Shields, B. Lamb and J. Hazeltine. Dennie Simpson was absent.

Also present: Mayor Hanwell, Greg Huber, Patrick Patton, Nino Piccoli, Keith Dirham, Chief Kinney, Laureen Wilson, Kathy Patton, Cindy Lastuka, Jansen Wehrley, and Jonathan Mendel.

1. Assignment of Requests for Council Action

2. 21-045-3/8 – Grant Application – 2021 Tech Grant, Municipal Court

Cindy Lastuka is requesting to apply and receive this technology grant if the supreme court awards them this technology grant. This would be for the E-Filing for the case management system. The second project would be for new security cameras. Mr. Shields moved to approve, seconded by Mr. Rose. Motion passed 6-0

3. 21-046-3/8 – Contract for Administration Services w/ORDC, PY20 CHIP Grant

Mr. Mendel stated this is for the new CHIP Program that has started at the end of last year. This would be paying for administration and soft costs and are all consistent with the previous CHIP grants. Mr. Shields moved to approve, seconded by Mr. Rose. Motion passed 6-0.

4. 21-047-3/8 – Amend S&B Code Sec 31-14 – Sick Leave

Mayor Hanwell stated this was prepared by the Finance Dept. Previously when someone retired they could cash out up to 37.5% of their unused sick time. Question came up when someone leaves that is not of retirement age but has been here well beyond ten years. The past practice has been going on is what the proposed wording is but the Finance dept. doesn't want to end up with problems from the auditors at some point and that is why they are asking to amend the language so that at the time of retirement with ten or more years of fulltime service with the city they would be eligible to cash in up to the maximum 37.5% of accrued sick time.

Mayor Hanwell stated he and Mr. Huber can work on the language and bring it back to council. Mr. Shields moved to approve subject to final language being worked out by the Mayor and Law Director, seconded by Mr. Rose. Motion passes 6-0.

5. 21-048-3/8 – Amend S&B Code 31.05 – Pay Adjustment for Building Official

Mr. Mendel stated this is for a pay increase for our Building Official Dan Gladish. He is currently at pay grade #113 and is at the max in that grade. We would like to increase him to the #114 grade taking it up to a 5% increase. Dan is a great employee and an asset to the community. Dan is also one of the few handfuls of building officials in the State of Ohio that has a lot of certifications and allow for plan review which is very important. Jonathon stated the Building Department has sufficient funds in carryforward to be able to handle this for the remainder of this year and obviously we would, if this is approved, budget this into the 2022 budget. Jonathon recommends approval.

Mayor Hanwell stated that Dan Gladish has spent about 2 years on his certification which is very helpful to the city and is a revenue generator with potential to generate up to \$38,000.00 a year. Dan has taken over the plumbing instead of the Health Department doing it, we have had zero complaints with restaurants opening up in the city, whereas before, every restaurant we've opened had complaints. He has worked all hours to inspect something to help keep projects on track. The Mayor said he feels this is fair and reasonable for the work product we are getting.

Mr. Rose asked what step Dan would be starting at on the #114 level. The Mayor stated they pick a number in that level and from there forward if the employee gets 2% or 1.5% that number will just escalate with the cost of living just like any other employee.

Mr. Coyne stated they also take into consideration of our surrounding communities even though they may or may not have the same certifications most likely not but. Mr. Shields moved to approve, seconded by Mr. Rose. Motion passed 6-0.

6. 21-049-3/8 – Amend Ord. 157-20 – Parking Deck Detention System

Mr. Patton stated they open bid this project on January 29th and received 4 bids and none of them were even close to our estimate. Two things that were pointed out was the cost of the detention system itself and the depth of excavation, it's a very deep excavation. We are asking to amend the previous ordinance and the new revised estimate is \$204,000.00.

Mayor Hanwell stated that a part of this is going to benefit the Parking Deck which is involved with the TIF, the other part is going to benefit the development which is a TIF project.

Mr. Patton stated they would like to do this prior to the Liberty View Project, the material that is excavated has to be stockpiled somewhere for a short period of time like a week or two and is also why they are asking for the emergency clause. Mr. Shields moved to approve with emergency clause, seconded by Mr. Rose. Motion passed 6-0.

7. 21-050-3/8 – Bids, 2021 Concrete Street Repair

Mr. Patton stated this is their annual program and are asking for \$500,000.00 to replace concrete slabs in various parts of the city. Mr. Shields moved to approve, seconded by Mr. Rose. Motion passed 6-0.

8. 21-051-3/8 – Final Resolution & Fiscal Officer Certificate – SR 19 Project

Mr. Patton stated that this one and the next are related. He just received these from ODOT. Preliminary legislation was passed last year and this is the final legislation. At the time of the preliminary legislation they estimated our share of the cost for the project at \$140,200.00. The bids came in and it was awarded to Fechko Excavating and our costs are reduced to \$70,210.00. ODOT would like to get payment immediately. They typically send these final legislations out well before the bid but for whatever reason on their end they didn't do that and that is why we need the emergency clause. Mr. Shields moved to approve with emergency clause, seconded by Mr. Rose. Motion passed 6-0.

9. 21-052-3/8 - SR 18 Improvement Project – Contract with ODOT

Mr. Patton stated this is a contract between the city and ODOT where we are committed to paying them \$70,210.00 to complete the improvements. Mr. Shields moved to approve with the emergency clause, seconded by Mr. Rose. Motion passed 6-0

10. 21-053-3/8 – Grant Application – CDBG-CV Targets of Opportunity Grant

Mr. Mendel stated this isn't the typical ongoing type of grant that we usually do like allocation or CHIP. This is a new program that was created through money the State of Ohio received in one of the 2020 Cares Act Funding that came from the Federal Government to the states. It's a pretty big project they had funding to do parts of their project but this is kind of a gap funding through this grant to help with the critical parts of the HVAC within the building. We are asking to apply for and accept if granted, if approved we are also looking to contract with ORDC to administer this specific project and grant as well. Emergency clause is requested as the project has begun with other sources. Mr. Shields moved to approve with the emergency clause, seconded by Mr. Rose. Motion passed 6-0

11. 21-054-3/8 – Special Event Vendor Fees – MCRC

Mr. Wehrley stated they are experiencing a lot of different challenges at the Rec Center. A lot of changes have been made there recently to try and reach different segments of the community and connect them back to the Rec Center. One was the implementation of vendor fees and sponsorships to help offset the costs of events. Jansen wants to rebuild the Rec image and make it fun again. The family memberships in the last ten years have basically steadily declined and Jansen sees that as a huge opportunity and would like to do things to engage children in the community and connect with their families. The goal is to implement vendor fees and sponsorship fees. Jansen realizes they are not reinventing the wheel, what they want to do is establish a rate structure so they can justify the time and effort that goes into it to cover their costs. Jansen stated they discussed this with the Law Director and wants this to be a discussion item for right now and work on drafting some language to incorporate it into the next request that is on the agenda.

Mayor Hanwell stated they had been charging fees previously and it was caught in an audit, there was no enabling legislation to do it so they quit charging the fees.

12. 21-055-3/8 – Program & Activity Rate Change Proposal – MCRC

Jansen stated that this will also be a discussion. Jansen stated the program and activity rate change proposal there is a lot of clean up in that request. The point behind wanting to increase the maximum allowable fees is right now with COVID-19 and having classes, they are limited with the numbers that we can have in those classes. The problem is the instructor fees and costs to the rec center don't change so we are respectfully asking that we increase the maximum allowable but does not mean that is what we are going to charge. Cleaning up a lot of the specific specialized portions of that rate because a lot of the fees that are in there we don't use.

Some big changes Jansen wanted to point out are private lessons and semi-private lessons and wanting to implement these fees. The other major change is increase in cost for specialized instruction. Jansen stated he should have mentioned previously that they want to try and establish and to set up an event committee at the rec center so they can talk about all these and have a good reasoning for the cost as well as take it to the Rec Advisory Committee because the city would eventually be keeping 100% of the profits this generated from it per the JOA.

Take it to the BOC also to explain it to that committee.

Mrs. Hazeltine asked if the max fee varies depending on the event or is there a flat max fee that you can charge for any event?

Christy stated the maximum fees that are in the program proposal are for specific classes that they would have in their brochures. They aren't charging those yet but foresee changing the prices in the future if they need to.

13. 21-056-3/8 – Amendment to 2021 Civil Service Budget

Laureen Wilson stated that right now in her contractual line she has \$5,250.00, They just hired the Fire Chief and that was \$12,280.00 (out of last year's budget) Now they are going to have to fill the Captains spot and the Lieutenant spot. Filling the Captain position will cost \$1,800.00 per candidate for testing which comes to \$9,000.00. For the Fire Lieutenant position, we usually do a written exam and that one is usually \$2,000.00 (depending on the number of participants). The Police and Dispatch eligibility lists are going to be expiring towards the end of the year. Laureen is asking for \$13,500.00.

Mayor Hanwell stated this is kind of an unprecedented year for us because we've promoted from within which he feels is the right thing to do and what that does then is cause a cascading effect with these other positions. He shared with council on Laureen's behalf that a lot of the testing has changed due to the COVID protocols. He respectfully asks council to authorize the additional expenditure. Mr. Shields moved to approve, seconded by Mr. Rose. Motion passed 6-0.

Mayor Hanwell mentioned Spokes Café is interested in renewing their contract. They would like to continue another 2 sets of 5 years. Mayor Hanwell is in favor of the renewal and wanted to express that he may not be here if this comes up next Finance Meeting while he is on vacation.

14. Executive Session: (imminent litigation)

It was moved by Mr. Shields and seconded by Mr. Rose to enter into Executive Session at 6:39 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 and Law Director. Motion passed by the yea votes of B. Lamb, P. Rose, J. Shields, J. Coyne, E. Heffinger and J. Hazeltine.

Executive Session adjourned at 6:53 p.m. and there being no further business, the Finance Committee reconvened and adjourned at 6:56 p.m.

John M. Coyne, Chairman