

Finance Committee
Monday, January 13th, 2025
6:00 p.m. Medina City Hall – Council Rotunda

In attendance: John Coyne – Chairman, J. Shields, D. Simpson, P. Rose, N. DiSalvo, J. Hazeltine and R. Haire.

Also present: Greg Huber, Keith Dirham, Patrick Patton, Kathy Patton, Jarrod Fry, Kimberly Marshall, Andrew Dutton, Sarah Crawford, Chief Walters, Jansen Wehrley, Chief Kinney.

1. Assignment of Requests for Council Action

2. 24-202-10/15 – Elected Official Salaries for 2026-2029

Keith Dirham stated that by State law this has to be set prior to the filing deadline for the position because you pay a position you don't pay a person. Keith stated council is going to have to raise council salaries in order to keep up with the retirement amount. The council president is currently earning full credit towards both healthcare and retirement but the council members are not. Mr. Coyne stated with the committee members they will set up a meeting and maybe some discussion over the next couple of weeks come up with a plan for the Finance Director, Mayor and Council representatives and President of Council on what should happen with the salaries. Three committee members are: Paul Rose, Regi Haire and Natalie DiSalvo.

3. 24-262-12/9 – Guaranteed Maximum Price Agreement #1 – Municipal Courthouse

Mr. Patton stated Ruhlin has got some proposals from three different firms. The lowest one resulted in a GMP of \$1,366,000.00 almost \$800,000.00 lower than we expected. We met with Ruhlin and went over everything and are comfortable in recommending we push forward and approve this tonight both at finance and council.

Mr. Coyne stated yes if we do that, we don't need the emergency clause. We've already passed this ordinance which was last year with the guaranteed max price of \$2.170 so it's re-amending the ordinance for the correct numbers. Mr. Shields moved to amend the previous ordinance and that the funds for this ordinance be split 50/50 between the two accounts, seconded by Mr. Simpson. Motion passed 7-0.

4. 25-001-1/13 – 2025 Membership Renewal – Main Street Medina

Mayor Hanwell stated the city gives MSM a yearly stipend for \$30,000 for all they do for us. We've discussed a possible increase due to inflation. Mr. Shields moved to increase the amount to \$40,000.00 annually, seconded by Mr. Simpson. Motion passed 7-0.

5. 25-002-1/13 – Refund of Rubbish Charges

Mr. Dirham stated this customer has been over billed and we need to pay them back.

Mr. Coyne will abstain as he manages this place. Refunding \$20,328.00.

Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passes 6-1 abs/JC

6. 25-003-1/13 – Budget Amendment

#2025-001 – Sanitation Refund – Keith stated this is the money to pay for the refund.

Mr. Shields moved to refund the sanitation, seconded by Mr. Simpson. Motion passes 6-1

abs/JC.

7. 25-004-1/13 – Fund Transfer – MCRC Capital

Keith stated this is the annual capital contribution. Mr. Shields will abstain. Mr. Simpson moved to approve, seconded by Mr. Rose. Motion passed 6-1. J. Shields abstained.

8. 25-005-1/13 – Fund Transfer – Railroad Fund

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

9. 25-006-1/13 – Amend S&B 31.05 & 31.07 – Civil Service Secretary & Job Description

Mayor Hanwell stated they did a salary comparison as well as update of the job description with the true duties Laureen has been doing for years. Ours compared to other communities has been significantly under paid. Recommendation is to raise it from salary code 11 A – F to 13 A – F. Keith Dirham stated the pay can change from A – F depending on experience of new hire. This would take effect after the 30 days or make it conditional to upon hiring another person. A portion of the pay does come from the schools. Mr. Shields moved to approve both the change in pay grade and the job description with pay to take effect the next pay after the 30 days, seconded by Mr. Simpson. Motion passed 7-0.

10. 25-007-1/13 – Expenditure – Flock Group – Police Dept.

Chief Kinney stated this is their Flock LPR license plate reader system subscription for the year. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 7-0.

11. 25-008-1/13 – Expenditure – Akron Uniforms – Police Dept.

Chief Kinney stated this is their P.O. for uniforms. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 7-0.

12. 25-009-1/13 – Wellness Service Agreement – MCRC

Jansen stated this is an extension of their agreement with the Cleveland Clinic Medina Hospital. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 7-0.

13. 25-010-1/13 – Programmatic Agreement w/ OH Historic Preservation Office

Andrew Dutton stated this is required due to their use of various federal funds CDBG and HOME. Mr. Rose would like to table this for more discussion. Andrew explained they have until March 1st, 2025 to adopt this.

***Tabled

14. 25-011-1/13 – Amend Code 371.01(a) – Crosswalks

Mayor Hanwell suggested wording be you have to yield to a pedestrian in a crosswalk. Mr. Shields moved to amend section 371.01, seconded by Mr. Simpson. Motion passed 7-0.

15. 25-012-1/13 – LPA Project Agreement w/ ODOT – Prospect St. Bridge

Patrick Patton stated they were awarded a little over \$1.8 million dollars for the replacement of Prospect St. Bridge. The project is currently under design which ODOT kicked in \$250,000 towards. We would like to enter into this agreement with ODOT, it will allow us to advertise, manage, and bid project locally. This RCA and the next we recommend going ahead and enter the LPA agreement with ODOT. Mr. Shields moved to enter into the agreement with ODOT for the Prospect St. Bridge, seconded by Mr. Simpson. Motion passed 7-0.

16. 25-013-1/13 – LPA Project Agreement w/ ODOT – S. Huntington St. Bridge
Patrick stated they are getting \$1,739,000.00 from ODOT. The difference with this one is we are responsible for 100% of the design cost. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 7-0.
17. 25-014-1/13 – Petition to Join JEDD – Albrecht, Inc.
Kimberly Marshall explained they are to join our City of Medina / Montville Twp., Joint Economic Development District. The parcel # 030-11A-01-025. A public hearing is required and they will have to do a 30-day public notice. Kimberly is requesting the emergency clause whenever this gets to council. Mr. Shields moved to approve with emergency clause, seconded by Mr. Simpson. Motion passed 7-0.
18. 25-015-1/13 – Then & Now – Dell Technologies – IT
Keith stated this P.O. was closed at the end of the year, and then the bill came and now we need to pay them. Need a new P.O. for 2025 and that is why the emergency clause is needed. Mr. Shields moved to approve with the emergency clause, seconded by Mr. Simpson. Motion passed 7-0.
19. 25-016-1/13 – Payment – Paul Davis Restoration – CHIP Grant, 30 Circle Drive
Andrew stated this is for a CHIP project for \$40,115.00 to Paul Davis Restoration. Emergency clause is requested as well as both finance and council tonight as this was the last project from the 20 CHIP that the state is really pressing us to get completed. Mr. Shields moved to approve with emergency, seconded by Mr. Simpson. Motion passed 7-0.
20. 25-017-1/13 – Accept NOACA Funding for State Rd. / Resolution of Support
Mr. Patton stated NOACA increased funding for our State Rd. Reconstruction Project Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 7-0.
21. 25-018-1/13 – Grant Application w/ ODOT – State Rd. Sidewalks
ODOT share will be \$675,000 and the city will be \$75,000. Need emergency clause as they notified us in December of this program and we have to submit it to them by January 31st. Mr. Shields moved to approve with the emergency clause, seconded by Mr. Simpson. Motion passed 7-0.
22. 25-019-1/13 – Task Order #1 – Delta Airport Consultants
Patrick stated we will be getting 90% of the cost of the snow removal equipment. This legislation is to authorize Delta with an amendment to our agreement with them so they can put together a bid package. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 7-0.
23. 25-020-1/13 – RFQ's/RFP's for PY25 CDBG Consultant Services
Andrew Dutton stated this is their bi-annual CDBG program request to send out request for qualifications / requests for proposals for a consultant to apply for, administer, and implement the program. Emergency is requested as this is a lengthy application process. Mr. Shields moved to approve with the emergency clause, seconded by Mr. Simpson. Motion passed 7-0.
24. 25-021-1/13 – RFQ's/RFP's for PY25 CDBG Fair Housing Services
Mr. Shields moved to approve with the emergency clause, seconded by Mr. Simpson. Motion passes 7-0.

There being no further business the Finance Committee adjourned at 7:04 p.m.

John Coyne, Chairman