

Finance Committee
Monday June 10th, 2024
6:00 p.m. Medina City Hall – Council Rotunda

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

Also present: Mayor Hanwell, Greg Huber, Nino Piccoli, P. Patton, K. Dirham, Jarrod Fry, Chief Kinney, Kathy Patton, Jansen Wehrley, Dan Gladish, Cindy Lastuka, Chet Simmons, and Sarah Crawford

1. Assignment of Requests for Council Action

2. 24-103-5/13 (Amended) - Amend S&B 31.13 – Vacation Policy for Experienced Hires
Mr. Dirham stated in addition to the existing policy for new hire there are 2 alternatives here at the discretion of Board of Control 1. Person with experience would get two weeks when they start and then they wouldn't accrue for the first year with provisions. 2. Substantial experience would get three weeks at start and start out earning at three instead of two with same provisions. Mr. Shields moved to approve as submitted with amending it to say with a lookback of 2 years, seconded by Mr. Simpson. Motion passed 7-0.

3. 24-111-5/13 – Amend S&B Code – Municipal Court Paycode Updates

Mr. Dirham stated all court employees will be referenced in the Salary and Benefits Code, some of their pays won't be there because they are set somewhere else. Need to remove item 3E and everything else is good. Mr. Shields move to approve as amended taking out the judicial aid language, seconded by Mr. Simpson. Motion passed 7-0.

4. 24-120-5/28 (Addendum) – New Parking Violations Hearing Examiner

Mayor Hanwell stated currently someone is issued a normal parking ticket it is \$10 for the first 48 hours and then escalates to \$25 pursuant to 353.99A. If the person wants a hearing they can request one. If hearing is found in favor of city the fine will then be a minimum of \$10 and maximum of \$50. For anyone requesting a hearing there is a charge of \$20. Need to amend 353.99C the handicap section to the state law which is minimum fine of \$250 and no more than \$500. Mayor Hanwell stated that the job description for hearing officer also needs approved. 31.02F needs to be amended to \$50. Emergency clause is requested as Council will be going on summer break. Mr. Shields moved to approve the job description, change the pay code to \$50, and changes as recommended to 353.99C with the emergency clause, seconded by Mr. Simpson. Motion passed 7-0.

5. 24-121-6/10 – Budget Amendments

a. #2024-028 Donations to Fire Dept.

Mr. Dirhams stated this is a donation that needs appropriated. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 7-0.

b. #2024-029 Memorial Pool

Mr. Wehrley stated the city pool needs some additional funds for increase resale items, rising costs for chemicals and repairs. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 7-0.

c. #2024-030 Fireworks Donation / Courthouse Lease

Mr. Dirham stated there is a donation and the courthouse lease for appropriation to start paying. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 7-0.

6. 24-123-6/10 – Amend 115.01, Annual & 5 Yr. Budget Timeline

Mr. Dirham stated the only fund we have that has a property tax levy attached to it is the EMS Fund. Keith worded this request in such a way that if we were to adopt a levy for some other fund it would be in that first set of budgets that we do in the spring the reason is these levies need to be renewed every 5 years. Need to start process of renewals sooner so putting this in the spring group of budgets we will be able to look at the budget in April, determine what we need for renewal or replacement or increase and then still have time to put that through. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 7-0.

7. 24-124-6/10 – SRO K9 Program – MOU / Accept Funding / Authorize Expenditure

Chief Kinney stated the Police Dept. and the Medina City Schools would like to collaborate on a school resource officer Canine program. The canine will have bomb and firearms detection capabilities as well as community and student engagement functions. The canine training for the SRO handler and upfit of canine vehicle will be paid for by a school safety grant through the State of Ohio and it was secured by Medina City Schools. It will be in the amount of \$24,492. No school money is being used. Emergency clause is requested so that we can get dibs on the dog that they picked out.

Mayor stated he would like to include in this RCA the ability for the city to pursue that grant funding and get a police vehicle from the Lincoln Foundation.

Mr. Shields will abstain from voting due to his employment with the Medina City Schools.

Mr. Simpson moved to approve with the amendment and emergency clause, seconded by Mr. Rose. Motion passed 6-1 (JS abstained).

8. 24-125-6/10 – Increase P.O. #24-946 – Police Uniform Purchases

Chief Kinney stated this is to increase the P.O. for uniforms, emergency is needed because invoice is due. Mr. Shields moved to approve with the emergency clause, seconded by Mr. Simpson. Motion passed 7-0.

9. 24-126-6/10 – Increase P.O. #24-739 – Rocco Masonry – Service Dept.

Mr. Piccoli stated this is needed to cover costs for accessing easement going across a driveway. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 7-0.

10. 24-127-6/10 – Increase P.O. #24-1068 – Rogue Fitness – Workout Room

Mayor Hanwell stated \$34,977.82 was approved for grant dollars by council previously. There are some grant dollars left and they would like to spend it on lighter weights and equipment suitable for female staff members. So, total is above the \$35,000 threshold for finance committee so now this will need to go through council. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 7-0.

11. 24-128-6/10 – 2025 Tax Budget

Keith stated this is the yearly tax budget. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 7-0.

12. 24-129-6/10 – Purchase 2024 Ford Transit Van – MCRC

Mr. Wehrley stated they are at a point where they want to continue to expand those outside the

rec programs and having their own transit van makes it a lot easier for them to facilitate a variety of different events and activities. Jansen has received approval through their insurance company. This will be replacing the Ford Escape they have. Using carryforward funds. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 7-0.

13. 24-130-6/10 – Amend Ord. 59-23, W. Smith Rd. Reconstruction, Ph. 4

Patrick stated this is to increase the value of the contract due to several unexpected items that came up. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 7-0.

14. 24-131-6/10 – Bids, Job #1171 – Progress Dr. Water Tower Repaint / Repair

Patrick stated this water tower is about 21 years old, and they are trying to get into a cycle where they repaint the exterior of the towers every 15 to 20 years and this one is due. Some improvements need to be done also. Total Cost is at \$375,000. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 7-0.

15. 24-132-6/10 – Exp. Not to Exceed \$50,000 – Courthouse Lease

Keith stated they need money appropriated to start making these payments. Mr. Shields moved to approve until certificate of occupancy, and then funding will start to come from the Special Projects fund, seconded by Mr. Simpson. Motion passed 7-0.

16. 24-133-6/10 – Amend S&B Code – Add Law Department Intern

Mr. Huber would like to add an intern, it helps to mentor law students. Would like to create a position attached to this request is a job description. Paying with carryforward. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 7-0.

17. 24-134-6/10 – Amend S&B Code – Step Authorization Adjustments – Law Dept.

Mr. Huber stated this is a request as Bob Campbell one of our prosecuting attorneys is leaving. This will leave a big hole in the Law Department operation. Megan the other part-time prosecutor can work full-time covering the gap. Greg is requesting \$70,000 as a starting salary. Greg is also requesting a raise for Assistant Law Director Matt Lanier. John stated the assistant part-time at the 101-pay grade will be removed. Mr. Shields moved to approve with the emergency clause, seconded by Mr. Simpson. Motion passed 7-0.

There being no further business the Finance Committee adjourned at 7:02 p.m.

John Coyne, Chairman