

Finance Committee
Monday, August 28th, 2023
5:30 p.m. Medina City Hall – Council Rotunda

In attendance: J. Coyne, J. Shields, R. Haire, P. Rose, D. Simpson, J. Hazeltine and B. Lamb

Also present: Mayor Hanwell, Greg Huber, Nino Piccoli, Keith Dirham, Patrick Patton, Chief Kinney, Kimberly Marshall, Andrew Dutton, Chief Walter, Kathy Patton, Darin Zaremba, Jansen Wehrley, Jenny Vasel, Veneta Bassman, Cindy Lastuka, Angela and George (MSM), Jerry Gunner, Andy Bendel, Kevin Hutchinson, Skip Sipos, Sarah Crawford, Mark Williams, and Tom O’Connel (Habitat)

1. Assignment of Requests for Council Action
2. 23-142-8/28 – Trade-in of Police Department Firearms
Chief Kinney stated they are looking to trade in 30 firearms to the Silencer Shack for credit of \$7,950.00. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 7-0.
3. 23-143-8/28 – OHMHAS Specialized Dockets Subsidy Project Funding/Veteran’s Treatment Court. Cindy Lastuka stated this is a grant received that needs approved for the Municipal Court. Emergency clause is needed due to time restraints on grant. Mr. Shields moved to approve with the emergency clause, seconded by Mr. Simpson. Motion passed 7-0.
4. 23-144-8/28 – MSM 2023 Candlelight Walk Decorations Proposal
George Sam from Main Street Medina noted that after a survey on the Candlelight Walk 2022 resulted in a lower rating for decorations around the square. We invested in new ornaments for the community tree, most of the current decorations are old, faded and falling apart. The holiday decorating sub-committee is proposing that the city purchase some new decorations for the upcoming holiday season. The total cost of the purchases is estimated at \$45,000.00 with professional installation of the 33 tree wraps and spritzers with an annual fee of \$15,000.00.

Mr. Coyne stated they have met and discussed all this in a meeting and then talked about the funding of it. Some of the funding will come from the bequest of \$75,000 for lighting that was given to the city by a resident that has passed away. Another \$6,000 will come from that donation because a new wreath is needed in front of the Courthouse. John noted they will have \$39,000.00 left to contribute towards the acquisition of all these new additions. It was mentioned at the last meeting that maybe some fund raising can be done to make up for the remainder needed.

Jessica Hazeltine loves the look of the new proposed décor.

Bill Lamb stated for him attending the Candlelight Walk was about three things, the magic

of Christmas, the economy, and the community, and he doesn't feel that anymore.

John stated they will take a look at the sample display and at the next finance meeting they can vote on something to help give direction. John personally feels that attracting and making Medina a destination and the traditions that have started with the candlelight walk and the lighting on the square have generated a lot of memories.

Kimberly stated sometimes these companies will offer to take everything down and store it for you for a small fee, does this company offer it?

George stated yes that was part of the conversation but of course you know storage is another cost along with removal of and installation of.

John Coyne asked if council was ok with approving the new wreaths and the garland that goes around the 4 corners of the arches so they can at least get that ordered.

Mr. Shields motioned to approve the decorations excluding the tree wrap and spritzers in the square, seconded by Mr. Simpson. Motion passed 7-0.

5. 23-145-8/28 – Adopt Updated Disaster Recovery Plan

Darin Zaremba thanked everyone involved in the updated Disaster Recovery Plan.

Mr. Coyne stated he reviewed it and his only question was do we have to put specific names in there because if we adopt a plan with the names in there and if the name changes we have to change the plan again.

Mayor Hanwell suggested that if council approves it to grant authority for the administration to change the names and phone numbers.

Mr. Shields moved to approve this with revision for the ability of administration to update names and positions as necessary, seconded by Mr. Simpson.

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

6. 23-146-8/28 – PY2022 CHIP Private Rehab – 1495 McKinley Ave., Brunswick

Andrew Dutton stated this is their first CHIP project for program year of 2022. This is a P.O. to Green Home Solutions for a private rehab. Mr. Shields moved to approve with the emergency clause, seconded by Mr. Simpson. Motion passed 7-0.

7. 23-147-8/28 – PY2022 CHIP Private Rehab – 13 Plymouth Street

P.O. to Green Homes Solutions. Project is for \$55,470. Emergency is for contractor to be paid. Mr. Shields moved to approve with the emergency clause, seconded by Mr. Simpson. Motion passed 7-0.

8. 23-148-8/28 – PY2022 CHIP Private Rehab – 335 South Prospect St.

P.O. to Green Homes Solutions. Project is for \$21,900.00

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

9. 23-149-8/28 – PY2022 CHIP Private Rehab – 342 Foundry St.

P.O. to Green Homes Solutions. Project is for \$39,675.00. Emergency is for contractor to be paid. Mr. Shields moved to approve with the emergency clause, seconded by Mr.

Simpson. Motion passed 7-0.

10. 23-150-8/28 – Discussion – Development of City Property at 410 E. Smith Rd.

Andrew noted that this is a request for the city owned land at 410 E. Smith Rd. which was the former Bennett Lumber site. Need council's feedback on utilizing the property for residential purpose. In 2001 a similar project was discussed. The Comprehensive Plan envisioned this as a residential use that was currently zoned industrial. Habitat has conceptual plans that show 10 duplex units on the site and is far less dense than the original proposal and it leaves the northeast part of the site undeveloped and that would make it a two-part process if council would be willing to make the land available for this purpose and the second part down the road it would need to be rezoned to a residential site.

John Coyne would it be a out-right donation to Habitat by the City of Medina of the entire property or certain portions of the property that the structures would be constructed on and second are we all good with the environmental condition of the property before we start putting residential houses up on the property.

Mr. Dutton stated he is not aware of any environmental concerns, there is no flood plain there. As far as the configuration it could be the whole property. There is a good portion of it that is unused and could remain forested.

Mayor Hanwell stated a problem not only in the City of Medina but in the County of Medina is the lack of affordable housing, and it is badly needed. He also noted that when he met with Tom O'Connel from Habitat they were not talking about donation of the land but the city at least recouping what the city paid for it.

Mr. Lamb stated it's a prime piece of property that the city has had for a long time and he doesn't know that you couldn't think of a better use because of the need for affordable housing.

Mr. Coyne asked what type of ownership would this be? What is envisioned?
How to keep them affordable?

Mr. O'Donnel stated these would be like a condo development, an HOA association. Most of the Habitat builds and not just in Medina are now multi-family developments because land is becoming harder to find. The goal be it long term is that these would home owner occupied. All mortgages through the Habitat program are done in house and the mortgage is based on what they can afford, it is not based on what it costs to build the home. The challenge is the taxes.

Mr. Shield mentioned one thing he would like to say about Habitat is every time they come into a neighborhood to find a property it always turns out to better that property and neighborhood. His only concern is residents being so close to the railroad tracks.

Mr. Rose asked about the criteria they would be using for selecting the participants in this program.

Tom replied that in general to qualify for the Habitat program all new homeownership

program comes down to three criteria. 1 – Present need for better housing. 2- Have to be willing to partner with Habitat with volunteer hours. 3- Financial – ability to pay.

Regi Haire stated she appreciates the effort here and realizes after being in Medina a long time that there is not enough affordable home. Regi asked Tom to share how they prepare many of these new homeowners to be homeowners.

Tom stated one of the requirements of Sweat Equity is that they go through Money 101 Classes. Habitat partners with OSU extension office in Medina.

11. 23-151-8/28 – Settlement Agreement and Release – Access

Mr. Huber stated some time ago the City of Medina entered into an agreement with Gateway to store our records particularly with respect to the Law Department, Building and Finance. They were located on Windfall Rd and when we needed records we could go there or someone would provide record boxes when needed. Gateway sold out their business without any advance notice to the City of Medina to Access Information Mgmt. Corp. Without any request to the City of Medina all of our records were transferred to Columbus, Ohio. Many attempts were made to retrieve some of our boxes with no success. Greg stated he terminated the contract via letter and requested all boxes be sent to Medina and they can't find them. Greg filed suit. Most boxes were returned at this point but are still short some boxes. Greg is asking the council to approve this settlement agreement to resolve the lawsuit. Mr. Shields moved to approve with the emergency clause, seconded by Mr. Simpson. Motion passed 7-0.

12. 23-152-8/28 – Budget Amendments

#2023-036 – Check from Miracle League

Mr. Dirham stated this is a pass through and need appropriation to spend it.
Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 7-0.

#2023-035 – Helios cameras / Restitution Reagan Park

Mr. Dirham stated this is a restitution and a donation for a pass through.
Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 7-0.

#8476 – High Grass Expenditures

Keith stated they have more expenditures than what we have budgeted for.
Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 7-0.

#2023-037 – Memorial Pool

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

#2023-038 – Donations for Fireworks

Keith stated part of the fireworks display is paid for by the two townships and this is their share that we receive. Mr. Shields moved to approve, seconded by Mr. Simpson.
Motion passed 7-0.

13. 23-153-8/28 – Parking Agreement w/ Medina Supply and Improvements

Mr. Dutton stated it was found with the parking study they had done that parking was found to be adequate, however it noted we should look for parking in south town which

currently has no public parking option. Andrew noted they have been in discussion with Medina Supply for a part of their property on 230 East Smith Road off of Broadway where there is a warehouse building just north of the railroad tracks to utilize that for public parking. This is a two-part request, the first is to allow the mayor to enter into an agreement and the next is there is a number of items that need to be done to make it appropriate for parking. A number of these items can be addressed by city staff which include installation of a fence and upgraded signage which will cost \$7,226.00. Lease would be good for up to two years. Emergency clause is requested so that they can get moving on this as soon as possible. Mr. Shields stated he thinks this is great and very needed. Mr. Shields moved to approve with the emergency clause, seconded by Mr. Simpson. Motion passed 7-0.

14. 23-154-8/28 – Waiving Certain Unpaid Utility Accounts

Mr. Huber stated the last discussion concerning utility accounts in the area of \$35,000 to \$40,000 that the council was talking about waiving, also included in that amount was a substantial of money from landlords who have owned the same property all the way through this and these folks signed an agreement where they guaranteed that they're going to take care of this back due water amount for their tenants if their tenants don't pay and that's standard in most cities. It doesn't make a lot of sense to him to waive the amount of money from the landlords who have owned this property all the way through as a result of this problem not certifying the bill in the last number of years cause frankly these folks have known all along that they guaranteed this amount, they actually have their names on a card kept by the Finance department. Ultimately it is up to council to decide what they want to do.

Mr. Coyne wants clarification for when someone signs up for a water account. He read the card that they would sign and it says you will be responsible for all outstanding water bills on the property. So, if you are a homeowner you sign it and are responsible for it and that is his understanding of when they sign those cards when they first sign up for water.

Dennie stated the difference is the landlords that Mr. Huber is talking about owned that property when the water bill occurred and still owns that property and it was their tenants that failed to pay the bill. Where Dennie agrees and what the majority voted for was for the people that have received these letters stating they owe this money from the previous owners.

Mr. Lamb feels they've settled this already and agrees that if the landlord still owns the property they are responsible.

Mr. Shields moved to go forward with option #2 for \$23,534.05 and the landlords who signed that card and who had tenants in that building, they are responsible for that portion of it, seconded by Mr. Simpson. Motion passed 7-0.

15. 23-155-8/28 – Expenditure – Thermal Imaging Cameras – Fire Dept.

Chief Walters stated this is for the replacement of the thermal imaging cameras that the fire fighters use to search for people and also for hidden fires in buildings. The existing units are a little over 15 years old. They are very unreliable which is why they also requested the emergency clause. Mr. Shields moved to approve with the emergency clause, seconded by Mr. Simpson. Motion passed 7-0.

16. 23-156-8/28 – Amend Ch. 917 – Water Service

Mr. Coyne submitted this request to talk about moving forward they have to do something to our code to adjust the issues that we just talked about waiving.

Veneta Bassman spoke on new procedures we should adopt. Look at increasing the water deposit when someone comes to start service. It currently is at \$100.00 and the suggestion is to raise it to \$200.00. When 2 months of billing and two penalties (late fees) constitutes disconnection of service and when that happens there is a \$50 reconnection fee and there has been some discussion about increasing the cost of the reconnection fee on the delinquent accounts.

**Tabled for next meeting

17. 23-157-8/28 – Purchase Truck Mounted Vacuum Excavator – Water/Streets

Mr. Piccoli stated this is for a hydrovac which is a vacuum pump that uses pressurized water liquifying the sewer where the excavation is going to occur and also vacuuming it out at the same time into a hopper. It is a safer way of excavating. To be split between the Street and Water departments. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 7-0.

18. 23-158-8/28 – Purchase 2023 Full ODOT Bucket Truck – Street Dept.

Mr. Piccoli stated their current Bucket Truck is a 1998. We would like to still keep it as a spare but need to move forward with a replacement. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 7-0.

19. 23-159-8/28 – Increase Exp. P.O. #2023-816 – Goodyear Tire – Sanitation

Mr. Piccoli stated they need to increase this to get through to the end of the year. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 7-0.

20. 23-160-8/28 – Purchase Electric Vehicle Charging Stations for City Hall Parking Deck

Mr. Patton stated they have received a grant that they applied for through Ohio EPA Providing \$30,000 towards electrical vehicle charging stations for the parking deck. Total comes to \$38,400. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 7-0.

21. 23-161-8/28 – SWOMA Agreement w/ Ravago Real Estate

Mr. Patton stated this agreement will ultimately be recorded with the county and become part of the project going forward. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 7-0.

22. 23-162-8/28 – Waiving Fees for Sidewalk Program

Patrick stated they received some complaints/inquires. People who live on Prospect Street were getting billed for sidewalk repairs but with the Prospect St. Project, the sidewalks were tore out and we replaced them. Same thing on West Smith Project. Some were homeownership changes.

Mr. Huber feels the first two make sense in that we did tear those sidewalks out but what you do here is going to set a precedent. The homeownership where they bought the property and didn't know about inheriting the bill from the previous owner still benefits from the new sidewalks. \$8,963.62.

Mr. Shields moved to waive the Prospect Street and West Smith Street sidewalk reconstructions, seconded by Mr. Simpson. Motion passed 7-0.

23. 23-163-8/28 – Letter of Intent – FOC Mausoleum Repair Project

Jansen Wehrley stated earlier this year Res. 37-23 allowed the Friends of the Cemetery to hire a Prospectus Architectural firm for field work and design plans to renovate the interior of the mausoleum at Spring Grove and discovered that the roof was leaking. Letter of intent to repair the roof and the interior of the mausoleum at no cost to the city and donate as a gift to the city when completed. Rough budget for the project at this time is \$100,000. City to follow a similar type building project agreement that we had on the Amos Mears Building. Mr. Shields moved to pass with the final approval of the Law Director, seconded by Mr. Simpson. Motion passed 7-0.

24. 23-164-8/28 – Amend Code 943.06 & 943.11 – Cemetery

Jansen spoke of the above ground private mausoleums that are installed at Spring Grove Cemetery and are currently out of room for those but have been contacted by someone looking to install a private mausoleum and the Cemetery Commission agreed that we should continue to offer those. Jansen has identified Section 13 and has come up with pricing and some size restrictions. This request is to change the ordinances that pertain to that as it relates to private mausoleums. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 7-0.

25. 23-165-8/28 – Bids, Spring Grove Cemetery Columbarium Wall

Jansen stated there are two Columbarium Walls at the reflecting pond recently building one in 2019 with 120 niches in it and only 24 of those remain. We have seen a lot of people pre-plan and purchase them. Looking to install a third one a little sooner and get it completed so once the second wall is filled up we can move on to selling the third. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 7-0.

26. 23-166-8/28 – 2023 City Auction

Mr. Piccoli stated this is the city's annual auction. Mr. Shields moved to approve subject to the Law Director's approval, seconded by Mr. Simpson. Motion passed 7-0.

There being no further business the Finance Committee adjourned at 7:30 p.m.