

Finance Committee
Monday, November 13, 2023
6:00 p.m. Medina City Hall – Council Rotunda

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

Also present: Mayor Hanwell, Greg Huber, Keith Dirham, Andrew Dutton, Chief Kinney, Dan Gladish, Chief Walters, Kimberly Marshall, Jansen Wehrley, Barb Dzur, Sarah Crawford, and Teresa Knox.

Finance Committee (6:00 p.m.)

1. Assignment of Requests for Council Action

2. Final Budget Review / Approval of 2024 and 5 Year Budget

Total actual spending is close to about \$40 Million. Keith explained the healthcare and percentages going forward.

Mayor Hanwell spoke on specifically the Police budget, mentioning the Flock Camera System that will cost \$25,000 a year after the grant (not included in the 5-year budgets). The vehicles are another example for the Police Dept., budgeting \$30,000 per vehicle and now they are running closer to \$42,000 per vehicle. These adjustments need to be made.

Mayor Hanwell spoke on the revenue for the Fire Dept. Negotiated to take over Medina Township services in July of 2017 original annual revenue was \$230,000 along with that program we assumed 6 vehicles of theirs, 5 being fire engines and one fire vehicle. For the last 5 years they budgeted \$75,000 and expense is just under \$100,000 in 2021 and this year it is projected to be \$136,000. We need to do one of two things, there may even be more things in the Service Dept. We either early next year make an additional appropriation to amend the budget or both Chief's are willing to wait until next budget time. Some of these unappropriated monies were bringing in more and more revenue but not appropriating any of it and saying the carryforward will cover it and, in his opinion, that was never what the carryforward was created for.

John Coyne agreed, stating both budgets are healthy and there is not an immediate issue with either one. The Mayor is correct that over the long term recognizing the actual expenses that occur in these accounts should be reflected in the budgetary numbers.

The safety budgets will wait until the budget process begins next year.

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

3. 23-202-10/10 – Waiving Certain Uncollectible Utility Accounts

Mr. Coyne feels we should keep the lien on properties that are certified delinquent accounts until they are paid. John's opinion would be there are certain bankruptcies, and sheriff sales and things we are never going to collect money on and those should be waived, but the certifications should be kept on until paid. Mr. Shields moved to approve just waiving bankruptcies and Sheriff Sales., seconded by Mr. Simpson. Motion Passed 7-0.

4. 23-215-10/23 – Management Agreement/Fixed Base Operation Lease/Settlement Agreement - City of Medina Airport

Greg Huber spoke on transferring management at the Airport from Earl Olson to Ron Waldron. The agreements are lengthy but they reached an agreement with Earl to resolve the financial situation between the City and Flight Services of Medina and once Council approves that it will

be a settled matter. Greg will set up a meeting with the attorney who drafted this, Brian Moore and Ron, later this week because there are a few changes in the financial agreements they are arriving at and if you pass this it will be subject to Greg's approval.

Ron Waldron spoke on his experience and background in aviation.

Mr. Shields moved to approve the operation lease, settlement & management agreements, subject to final approval of the law director, seconded by Mr. Simpson. Motion passed 7-0.

5. 23-216-11/13 – Budget Amendments

a. #2023-048 – Mr. Dirham stated these are not new appropriations but transfers.

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

b. #2023-053 – Keith stated it is a passthrough of a donation for Police Dept.

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

c. #2023-054 – Keith stated this is end of year stuff and are unappropriated funds.

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

d. #2023-055 – Keith stated this is a passthrough of a donation.

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

e. #2023-057 – Jansen stated it is moving some staffing money to other budgets.

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

6. 23-217-11/13 – Rollover Outstanding Advances

Mr. Dirham mentioned these are advances. Typically for a grant. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 7-0.

7. 23-218-11/13 – Rollover Outstanding Advances – TIF Fund

Mr. Dirham stated it's not actually an advance but will get money back from the incrementally increased taxes that we are able to collect. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 7-0.

8. 23-219-11/13 – Transfer Request

Keith stated they do an advance for the special assessments but some of those end up not being collectible and eventually we have to conceive that we are never going to be able to collect it to make it a transfer. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 7-0.

9. 23-220-11/13 – Advance Request

Keith stated these are new advances. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 7-0.

10. 23-221-11/13 – MOU w/ County EMA – Progress Drive Water Tower – Police

Chief Kinney explained that the Medina County Emergency Management Agency Communications Unit is a volunteer group of amateur radio operators committed to providing effective and efficient communications services to support the Medina County EMA and emergency response efforts throughout Medina County and the region. They would like to install

an amateur radio repeater and antenna on the Progress Drive Water Tower. The repeater will allow communication redundancy in the event of a major disaster emergency need for communications in Medina County. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 7-0.

11. 23-222-11/13 – MOU Medina County Public Transit

Mr. Dutton stated this is for transit services in the City for 2024 & 2025 and is a similar set up as we have had in previous years. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 7-0.

12. 23-223-11/13 – Grant Application – OH Dept. of Development – Building Demolition

Ms. Marshall explained this is for demolition of the Tott's House and accessory structures located at the Medina Municipal Airport. If approved, the city will need to enter into a subrecipient grant agreement with Medina County Port of Authority. Budget estimate is \$40,000 and still getting the necessary quotes for the project. The state released the second round of funding for the program, however, there are still some remaining funds from the first round of funding so she is respectfully requesting to submit the grant application with the flexibility to apply for both rounds to give us the best chance of the grant award. This will be subject to the law director's final approval. Emergency is requested because the applications are due to the Port of Authority on November 20th. Mr. Shields moved to approve with the emergency clause and subject to the Law Director's final approval, seconded by Mr. Simpson. Motion passed 7-0.

13. 23-224-11/13 – Purchase (3) 2023 Ford Explorers – Police

Chief Kinney stated this is the yearly purchase of the three vehicles we apply for. They are Ford Explorers and price includes upfitting for them. These are 2023's because 2024's will not be available. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 7-0.

14. 23-225-11/13 – Job Creation Grant Payment for Carlisle Brake & Friction

Kimberly stated this is for tax year 2022 in the amount of \$53,491.89. These are the result of two expansion projects. Funding for these grants comes from non-income tax generated revenues. Mr. Rose congratulated Kimberly on the work she has done with Carlisle Brake & Friction. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 7-0.

15. 23-226-11/13 – Increase P.O. – Design2wellness

Jansen stated this is to increase an existing Purchase Order that they have with Design2wellness for more fitness equipment to be installed in the new fitness room addition. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion Passed 7-0.

16. 23-227-11/13 – Health and Fitness agreement with Cleveland Clinic Fitness Center

Jansen stated this is a contract that they have had for a number of years for their EHP. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 7-0.

17. 23-228-11/13 – Workout Room Upgrade

Mayor Hanwell explained the workout room downstairs is outdated and some of the equipment is over 40 years old. Medical Mutual toured the workout room and agreed to give us a \$4,500 additional stipend in addition to the \$3,000 for wellness-related issues next year. The Van Ep Foundation has pledged \$10,000 and the Cleveland Clinic President's Fund gave \$1,000. The total project is roughly \$55,500 and are short about \$40,000. The Thomason Jo Lincoln Foundation was also interested in supporting this cause. We didn't have the actual application at

the time. We don't meet again until February and it was recommended by Don Mish who handles all the foundations from the bank, that we can do one application to Thomason Jo Lincoln Foundation, the Ken Cleveland Foundation and the Stevenson Foundation.

The Mayor is asking council so they can get the project moving to appropriate \$20,000 from the Police #106 Fund and \$20,000 from the General Purpose Capital with the understanding then if each of these 3 foundations end up pitching in to get us back to the \$40,000, we would replenish that money or if they give us \$5,000 or \$10,000 each, we will divide that equally and put it back into the two foundations. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 7-0.

18. 23-229-11/13 – Purchase – Niches – Koppenberg Enterprises, Inc.

Jansen stated they have authorization to bid the columbarium wall 3 for Spring Grove Cemetery. Reviewed concerns with the first two walls they put up, and decided it would be in their best interest to purchase the niche directly from the manufacturer and pull that out of the scope of the project. Last time around with the precast niches, they were off slightly in size.

Koppenberg gave us a fair price for the precast niche, the marble, and all of the connectors.

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

19. 23-230-11/13 – Increase P.O. – HSH Construction

Mayor Hanwell stated on behalf of Patrick Patton, he and his wife Kathy are at the hospital with their daughter hopefully delivering a baby! This is for the emergency waterline and the increase of \$5,000 for a total of \$35,000 for the Granger Rd. waterline improvements. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 7-0.

With no further business the Finance Committee adjourned at 6:47 p.m.

John Coyne, Chairman