

Finance Committee
Monday, June 28, 2021
6:00 p.m. Medina City Hall – Rotunda

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

Also present: Mayor Hanwell, Greg Huber, Patrick Patton, Nino Piccoli, Keith Dirham, Chief Kinney, Chief Walters, Cindy Lastuka, Dan Gladish, Kimberly Marshall, Jansen Wehrley, Kathy Patton, Jarrod Fry, Rick & Tammy Kirby, Annette Wissel, James Golden – founder & CEO Pavement Management Group and Bob Finnan.

1. Assignment of Requests for Council Action

2. 21-136-6/28 – Expenditure – Pavement Management Group – Engineering

Mr. Patton stated that this is a program to assess and rate and prioritize our city streets. Their current rating program is way out of date. With up coming bond sale it will generate more dollars and need to recess how we do it to prioritize. Mr. Patton introduced Mr. James Golden who is the founder & CEO of Pavement Management Group and he explained to the committee what his company offers. It's a systematic approach to the annual maintenance and repair of a roadway network. They can absolutely connect with our GIS base system.

Mr. Patton stated he reached out to some of the local cities that have used this program, one being the City of Hudson and they were very complimentary, rely on this system, and are very happy with it.

Dennie wanted to know how often does the list get updated. James stated they recommend every other year.

Mr. Huber asked if this work is done primarily through information you get from Google and how much time do you actually spend here in the City of Medina actually putting eyeballs on the road and how many employees if you are doing this work do you have to do that?

James stated they have systematized this whole process, Pavement Management Group, just like other firms out there, and there are many firms that are embarking artificial intelligence to collect this type of data. All we need to do at this point is capture the video in the field. They drive the roadways and record and capture. 15 miles per hour or less on average and average capture rate is about 15 to 20 miles captured per day and for a city the size of Medina, it should take about a week. When all done and said the time frame on this would be 60 to 90 days.

Mr. Lamb stated all the issues that can be played out on the street and there are a lot, you can capture all those issues simply through driving by with a video? James stated that is correct and he can even demonstrate that through YouTube videos.

Mr. Coyne asked if we capture all this information and we rank all these streets and we do something or not do something, how does that effect some of the city's you've been involved with from a litigation perspective, where they can say this street has been on your list for a couple of years and you didn't do any improvements and there was an accident because of this

and so now they use your programming as an exhibit to the litigation. Mr. Golden stated he has never come across that in 22 years, from a litigation prospective they are providing a result.

Mr. Coyne asked from a financial prospective a couple questions: \$25,000 initially and what is the annual maintenance cost? The term of the contract?

Mr. Golden stated it is under \$2,000 a year for maintenance and can be terminated at any time.

John asked Patrick if carryforward funds were being used for this. Patrick stated he is requesting to use 108 Funds. He stated his goal here is to have better decision-making tools as to where it is recommended we spend money rehabilitating a street verses complete reconstruction.

Mr. Simpson stated he is in favor of this program.

Mr. Shields questioned if roads through the cemetery, roads through Reagan Park, parking lots, fire stations parking lots would be included.

Mr. Golden stated that they can do anything pavement related, just not sidewalks at this time.

Mrs. Hazeltine questioned if there would still be an internship if we got this software. It seems like a very cost effective, efficient way to manage the work.

Patrick stated yes, that the interns typically assist them with project inspections, and the sidewalk program every year.

Mayor Hanwell mentioned it is important for the residents that are watching, it is important to mention that we used to have two full-time inspectors and the intern in the engineering department, and one inspector has since retired leaving just one full-time position saving those wages and Mayor Hanwell fully supports Patrick's request for this. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 7-0.

3. 21-122-6/14 – Elected Official Salaries

Annette Wissel stated in review, they met rather quickly and looked everything over. Stacey plugged everything in with all the numbers on spread sheets and they determined the level of comfortableness everyone had with the raises. Information was provided showing how they are actually a little bit low in salaries compared to other areas. This is what they came up with for the Mayor and Finance Director when compared to Strongsville, Brunswick, Wadsworth and Wooster. Considering Medina is below the average of these surrounding cities, the anticipated increase and the cost of living was slightly higher than previous years and it seemed appropriate.

Same for City Council, comparable salaries from Strongsville, Brunswick, Wadsworth, & Wooster.

In regards to the OPERS the 2024 and 2025 is what they focused on. Adding to the discussion was the minimum monthly salary requirement to earn the healthcare coverage. Medina's currently salary is sufficient to earn a full year credit. The committee felt that a 31% increase in 2024 to reach the \$12,000 threshold was not necessary at this time. They came up with a cost of living adjustment and will work towards that amount to close that gap over time.

City Council President comparable salaries from Strongsville, Brunswick, Wadsworth & Wooster were reviewed as well as the 50% differential from other council members because the current salary is above the average of those surrounding communities coupled with the raise recommendation for the other members the committee felt the differential could be reduced instead.

Their recommendations for the Mayor was 2.5% raise to be adjusted for the 27 pays.
For the Finance Director 2.5% raise to be adjusted for the 27 pays.
City Council 10% raise every year.
City Council President 5% raise.

Mrs. Hazeltine stated she would be against a raise for council.

Mr. Rose stated he echoes Mrs. Hazeltine's thoughts as far a raise for council but would also ask that we have separate this into two motions, one for the Mayor and Finance Director and one for Council.

Mr. Lamb is also in agreement with Jess and Paul for no raises for council.

Mr. Heffinger stated he is for raises for Council, and believes your time is worth something no matter what job you are doing, and we are talking about not just ourselves here but what the future of council is. Whoever that may be that is sitting in these seats in the next couple of years, he believes that their time is worth money as far as paying them.

Mr. Coyne asked if everyone was ok with doing this in the next meeting from Finance to Council in one night with emergency? Item will be brought back next Finance / Council meeting.

4. 21-123-6/14 – 2022 Tax Budget

Mr. Dirham stated this is annual and it is the basis for the County's revenue estimate under which we have to do our budgets. Emergency is due because it is due July 20th. Mr. Shields moved to approve with the emergency clause, seconded by Mr. Simpson. Motion passed 7-0.

5. 21-129-6/28 – Budget Amendments

#2021-017 – Police

Mr. Dirham stated this is from that equitable sharing program they needed it appropriated in order to spend it. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 7-0.

#2021-018 – Check – Mountain Bike Association

Keith stated they are accepting the money and it needs appropriated. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 7-0.

#2021-019 – Donation to Police Dept. – Drone(s) or Forensic Software

Keith stated this is another accepting a donation. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 7-0.

6. 21-130-6/28 – Then & Now – Treasurer, State of Ohio

Mr. Dirham stated this is paying for the auditor who is conducting our audit. We didn't have the P.O. because the contract hadn't been approved by council. Mr. Shields moved to approve with

the emergency clause, seconded by Mr. Simpson. Motion passed 7-0.

7. 21-131-6/28 – Donation to City from Do It Best Corp. – Sanitizers

Mr. Piccoli stated this is regarding some hand sanitizer, some equipment, and anti-bacterial wipes. Discussion was had on who would benefit from this in the city. We were thinking the fairgrounds, Municipal Court, city buildings, and other government agencies. The amount they are talking about is \$150,000.00 worth of material. Mr. Piccoli asked about the schools and was told they were already contacted. Nino stated they are looking at about 80 pallets. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 7-0.

8. 21-132-6/28 – Easement – Spring Grove Street Bridge Replacement

Mr. Patton stated that earlier council accepted two of the three easements needed for this project and this is the third and last easement needed to acquire. Mr. Shield stated this involves his employer and will need to abstain from voting. Mr. Simpson moved to approve, seconded by Mr. Rose. Motion passed 6-1. Jim Shields abstained.

9. 21-133-6/28 – Donation to Police Dept. – Drone(s) or Forensic Software

Chief Kinney stated they had a Medina City resident come in and donated \$7,000.00 anonymously and we would just like to thank him for his generosity. This will go toward either the Drone Program or Forensic Software for the Detective Bureau. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 7-0.

10. 21-134-6/28 – Contract W/ FirstComm Communications – Municipal Court

Cindy Latuska stated the court would like to start replacing their current phone system which they've had probably since the building was built and it is starting to fail. With the Law Director's approval on this contract we would be able to replace the phone and system and be updated. Mr. Huber stated he did review the contract and felt it was a good contract. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 7-0.

11. 21-135-6/28 – Amend Job Creation Grant #JCG-18 – Kraft Werks Engineering

Mrs. Marshall stated Ordinance 103-18 authorized the mayor to enter into a Job Creation Grant Agreement with Kraft Werks Engineering for the company to establish a new business in the City of Medina at 935 Heritage Drive. They are requesting an amendment to reflect annual payroll of \$2,000,100.00 and 32 full time positions. This would also reduce their grant term from 6 years to 5 years. Business Development Committee met to discuss their request and did recommend approval of the amendment to council. The amended agreement was reviewed and approved by Greg Huber the Law Director. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 7-0.

12. 21-137-6/28 – Preliminary Engineering Agreement – W. Smith Rd. - Phase 4

Mr. Patton stated this upcoming reconstruction project crosses Wheeling and Lake Erie Railway and we need to get their permission to get a permit secured in order to perform work in their right-of-way. The work would be for small pavement replacement and install a water line beneath the crossing. Mr. Coyne asked if Mr. Huber reviewed this agreement. Mr. Huber stated it was a good agreement. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 7-0.

13. 21-138-6/28 – MOU w/Medina County – Water Service on SR 18

Mr. Patton stated the city desires to abandon the large water main running from the water plant through Lake Medina and in order to do that there are a few condo neighborhoods where we

have to transfer service even though they are outside the city but they currently receive city water. These would become county customers and in order to do this there is some physical work that needs to be done to complete the transfer. We put together this Memorandum of Understanding with the county basically laying out the work that needs to be done and showing that the city and county would each pay for 50% of the costs for this work. The County Prosecutor and City Law Director both reviewed this MOU. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 7-0.

14. 21-139-6/28 – Easements – Lindenwood Headwall Replacement – Job #1074

Mr. Patton stated there is a headwall that allows the city storm sewer from underneath Lindenwood Lake that is in dire need of being replaced. We need two easements in order to complete that work. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 7-0.

15. 21-140-6/28 – Purchase (2) 108SD Conventional Chassis Plow Trucks - Streets

Mr. Piccoli stated the price for each one is \$167,084.00 and they are willing to give a trade for two vehicles truck #66 and truck #68 a 1997 and a 2000 and have got good use out of both. It's possible we may not see these vehicles until March 2022. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 7-0.

16. 21-141-6/28 – Restoration of 10% Budget Cuts from 2020 (Discussion at separate mtg.)

Mr. Coyne stated he received more information from Keith today. The only question John had is if they give 10% back to the department heads and some other department heads received some CARES money for operations, is that fair? There are some department heads that didn't receive any. Mayor Hanwell stated he is fine doing this in a separate meeting and he personally sees the 10% and the CARES act money as two separate things. He feels the 10% was part of the budget process, and in an attempt to be extremely fiscally responsible not knowing what the COVID impact would have, that is where the administration department heads and accounts all agreed to abate the 10% and then restore it if necessary, and Mayor Hanwell sees that as one discussion and the CARES money was like any other grant.

Mrs. Hazeltine stated she made herself pretty clear last time they discussed this, we did say we would return the 10% if we had the money after we took it away, and we do have the funds so she feels it is very important if we stick by what we said we were going to do, integrity is very important to her. As far as the CARES act money, a lot of departments ended up with things that they would not have requested in their budget just because they had the funds to do it and it was very specific as to how they could use it, and because of that Jess is in favor of returning the 10% to all the departments.

17. 21-142-6/28 – 2021 Annual Codification Update

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

18. Executive Session

It was moved by Mr. Shields and seconded by Mr. Simpson to enter into Executive Session at 6:56 p.m. to consider the purchase of property for public purposes or the sale of property at competitive bidding because premature disclosure would give an unfair competitive or bargaining advantage to a person who's personal, private interest is adverse to the general public interest and 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 the Law Director. The

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roll was called and motion passed by the yea votes of B. Lamb, P. Rose, J. Shields, J. Coyne, D. Simpson, E. Heffinger and J. Hazeltine.

At 7:20 the Executive session was adjourned and there being no further business, the Finance meeting adjourned at 7:20 p.m.

John M. Coyne, Chairman