

Finance Committee
Monday, August 23rd, 2021
6:02 p.m. Medina City Hall – Rotunda

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

Also present: Mayor Hanwell, Greg Huber, Patrick Patton, Nino Piccoli, Keith Dirham, Kimberly Marshall.

1. Assignment of Requests for Council Action

2. 21-141-6/28 – Restoration of 10% Budget Cuts

Mr. Coyne stated during COVID of 2020 we were concerned about or had issues surrounding the possible reduction of the income tax collection due to COVID with people working from home, places shutting down. We had a serious concern about what we were going to do with respect to the budgets of the city and trying to be fiscally responsible and plan ahead.

COVID did affect us, however we were fortunate enough that our effect of COVID was less than expected because of the increase in the income tax collection of the year prior. Council stated they would consider returning the money back to departments if it wasn't needed.

John cautions department heads when they receive their money back to still be frugal with the money. The only reason we are in the position that we are today compared to other cities in the state of Ohio, is because everybody here works together pretty well in making sure we don't spend all the money we have. We treat the money in this city like we treat our own household funds by being frugal with money.

Mr. Lamb stated when they agreed to do the 10% council was rightfully concerned that we wouldn't have the revenues that we needed to operate at the high level that we do operate. We didn't want a tail spin with revenues if the pandemic was worse. We didn't want to have to reduce staff by cutting employees. We are now in a position where we can put the 10% back.

Mr. Simpson agrees 100% that we should be giving the 10% back but he would also like to caution with the variant that is spreading rapidly through the country and Medina County is seeing an increase in COVID cases and some hospitalizations. Dennie cautions there are a lot of businesses that at this time for whatever reason they are having a hard time getting employees. Dennie hopes our revenue stays at the level that it's staying.

Mr. Rose agrees that the 10% should go back to department heads and would ask them if they have a choice to spend or not spend, don't spend it. Save it for future times to cover potentials.

Mayor Hanwell stated that we do have a lot of checks and balances in place as it is so the department heads are unable on their own to spend more than \$1,500.00 and up to \$15,000.00. We have a Board of Control that the Law Director, himself and Council President John Coyne, the Finance Director and the Service Director all oversee that and then from \$15,000.00 to \$25,000.00 goes to Council. Anything over \$25,000.00 goes to bid. Mayor Hanwell said he wants to reassure the public that even though the money is given, we do have oversight that it can not be spent without proper authorization. Mr. Shields moved to restore the 10% reduction from the 2020 budget and to put it back into 2021 budget, seconded by Mr. Simpson. Motion passed 7-0.

3. 21-148-8/23 – Budget Amendments

#2021-022 – Court Fees

Mr. Dirham stated this is from the court and it is to appropriate the money coming in.
Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 7-0.

#2021-024 – Sale – Bicentennial Books

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

#2021-023 – Insurance Check #225245785

Mr. Jansen stated this is for property damage car vs. tree incident on Lafayette Rd.
Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 7-0.

#2021-025 – Cemetery Tools & Minor

Accepting two checks in the amounts of \$784.50 each.

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

4. 21-149-8/23 – Then & Now – Central Square/Tritech Software

Chief Kinney stated this is a permission to obtain a P.O. for this outstanding balance.
Emergency clause is requested due to payment needed for the vendor. Mr. Shields moved to approve with the emergency clause, seconded by Mr. Simpson. Motion passed 7-0.

5. 21-150-8/23 – Amend Ord. 56-15 – Amendment to Wellness Service Agreement

Mr. Wehrley stated the Cleveland Clinic Wellness Service agreement that they have had for the past eleven years, typically the Cleveland Clinic contributes \$20,000.00 a year for our Healthy Medina initiatives but with the decline in membership and revenues from last year, we negotiated for 2022 for the funds to be \$15,000.00 for 2022 and \$20,000.00 for 2023 and 2024 and Jansen needs to amend the agreement to reflect those new amounts through December of 2024. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 7-0.

6. 21-151-8/23 – Adopt Uniform Compliance Policies

Mr. Dirham stated this is something that some federal granting agencies through ODOT and the FFA require that we have pursuant to the grants that we get from them. They have had training internally within the Finance Department. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 7-0.

7. 21-152-8/23 – Contract with OHM Advisors – Community Development

Mayor Hanwell stated he has a proposal from OHM for an amount not to exceed \$4,000.00 a month to handle some of the planning and zoning meetings, staff reports, etc. Mr. Huber has been helping and Kimberly has been helping, but some of the requirements take a planning and zoning background. We authorized \$8,000.00 for the first couple of months. We would like an authorization to be retro active to July 26th and if and when we have to come back to council if we get above that BOC amount then he will resubmit this. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 7-0.

8. 21-153-8/23 – Payment PY 18 CHIP – 1995 Hathaway Drive

Mrs. Marshall stated this request is to authorize a payment in the amount of \$55,052.00 to

Absolute Construction for the Private Home Rehab, as part of the program year 2018 CHIP grant program. Requesting emergency clause because this grant was extended to September 30th, and they need to have the projects finished. Mr. Shields moved to approve with the emergency clause, seconded by Mr. Simpson. Motion passed 7-0.

9. 21-154-8/23 – Authorization to Sign OneOhio Subdivision Participation Form

Mayor Hanwell stated he and Mr. Huber needed to sign an agreement to take part in the OneOhio Subdivision Participation Form which is for the Opiate Settlement that has been negotiated through the Federal Court. There is an initial amount of money that will come to the participating cities in the State of Ohio.

Mrs. Hazeltine asked if there was a plan as to where that money will go and if it was city not the county. Mayor Hanwell replied there are limitations as to what it can be used for, but until they see all of those laid out specifically they know what was recommended but they have not seen it yet. Mr. Shields moved to approve with the emergency clause, seconded by Mr. Simpson. Motion passed 7-0.

10. 21-155-8/23 – Agreement w/ Energy Harbor LLC for Electric Aggregation Program

Mr. Piccoli stated the city started the Electrical Aggregation Program in 2010, it ran for 7 years and then in 2017 we upped it for 18. At the end of this year it will expire. If we re-enter with Energy Harbor, the current price per kilowatt hour is \$4.71. Aggregation allows the City of Medina to receive about \$30,000.00 in grant money so that money does come off some for city customers. Mr. Coyne stated he will abstain from voting since his employer represents some First Energy Entities. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 6-1. J. Coyne abstained.

11. 21-156-8/23 – City Auction

Mr. Piccoli stated this is their annual City Auction that they do. It will take place in October and he will have a list of inventories that the department heads are working on. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 7-0.

12. 21-157-8/23 – Purchase (3) fleet Vehicles – Service & Engineering

Mr. Piccoli explained previously about the lack of chips for vehicles and how it is causing and presenting problems as the vehicles we need to replace now they will not see until April or May 2022. Production is happening but vehicles are sitting without a chip. One vehicle is for Engineering to replace a 1997 pickup truck. The other two are for Service within the Street Department. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 7-0.

13. 21-158-8/23 – Agreement w/ Commissioners – Backup Chief Building Official Services

Mayor Hanwell is asking for Council to pass this retroactive to August 10th. They have a similar agreement with the City of Brunswick. The County did not have a backup plan in place and they are required to so we executed this agreement on August 10th, 2021 subject to council approval. This permits us to have redundancy with our own backup with Brunswick just in case as well as permits us to use our building official to assist them if and when it is needed. The emergency clause is not needed provided council passes this retroactive to August 10th. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 7-0.

14. 21-159-8/23 – Payment – Private Rehabilitation Project 248 Grant St. – PY20 CHIP

Mrs. Marshall stated this request is to authorize payment in the amount of \$48,270.00 to Absolute Construction for the private rehabilitation project at the 248 Grant St. in Medina, Ohio. Program year 2020. The P.O. request is for \$50,000.00 in order to accommodate any unforeseen change orders and any unused funds will be returned to the account from which they were drawn. Emergency Clause is requested as the CHIP program does not have a long list of contractors to participate in the program due to the lengthy process of payments. Mr. Shields moved to approve with the emergency clause, seconded by Mr. Simpson. Motion passed 7-0.

15. 21-160-8/23 – Payment Over \$15,000 – Chippewa Roofing – Fire Dept.

Chief Walters stated this is for a complete roof replacement for Fire Station #3 located on Wadsworth Road. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 7-0.

16. 21-161-8/23 – Amend Ord. 29-21 and Ord. 143-20 re: Account Numbers

Mr. Dirham stated they are changing the account numbers on these expenditures to the accounts that have the money to pay out. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 7-0.

17. 21-162-8/23 – Authorize Mayor to Sign Site Access Agreement Form

Mrs. Marshall stated the Medina City Development Corporation is applying for an Ohio EPA Targeted Brown Field Assessment Grant. Consent to Access form needs to be signed by the Mayor to allow the Ohio EPA contractor (to be determined) to perform environmental assessments on parcels 028-19A-21-390 and 391. No funding needed the grant covers all of the cost. All is subject to Law Directors review and approval. Emergency clause is requested due to time constraints on turn around. Mr. Shields moved to approve with the emergency clause, seconded by Mr. Simpson. Motion passed 7-0.

18. 21-163-8/23 – Grant Application – Ohio Dept. of Development

Mr. Patton stated on July 30th the Governor announced the Water and Waste Water Infrastructure Grant Program. We reviewed our list of pending water projects and felt the one that best matched the criteria for this grant was the South Court Water Tower Rehabilitation project, just need permission to submit the grant application. Total project is \$336,000.00 and if this grant is successful it will pay for 70%. We are asking for the emergency clause due to applications being reviewed first come, first served. Matching shared would come from the Water Capital Improvement Fund. Mr. Shields moved to approve with the emergency clause, seconded by Mr. Simpson. Motion passed 7-0.

19. Discussion: Councilman Rose regarding LIT Communities

Mr. Rose stated that LIT Communities is in the southern portion of the city right now installing their fiber loop. They have approached us with the possibility of setting up some sort cooperation where while they are in the ground digging and installing their conduit for their cable, they would also install another set of conduit so that should another provider of fiber services there would already have the line ran for them all they would have to do is run their cable through it.

Mr. Patton stated it is basically a one dig program where all these companies like Armstrong and Communities are both digging in and near tree lawns all across the city. The idea is if we put in conduit now for future use the residents and businesses won't have to put up with more digging in the future. They would install empty conduits that the city would own and we could charge any company that came along in the future.

Jarrold Fry stated in his 5-year budget plan they see the decreasing with cable revenue and trying to find a way to close that gap in the decreasing revenue. We had franchise agreements back in the 90's that we would draw up with each different cable company that would provide service they were 10 to 15 years agreements. He sees this as a way of going back to that time. What we were collecting on was the use of the city right-of-way for these businesses to do business.

Mr. Huber asked who owns the conduit once it is installed, Patrick stated it's a discussion, they mentioned two options one where we own it outright and one where we partner with them.

Jessica Hazeltine wanted to clarify that Councilman Rose mentioned Tuesday is the presentation date but it is on Monday.

20. Executive Session: (imminent litigation)

It was moved by Mr. Shields and seconded by Mr. Simpson to enter into Executive Session at 6:18 p.m. For the purpose of 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 Law Director. The 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 7:29 p.m. the Executive session was adjourned. The Finance Committee reconvened, and there being no further business, the Finance meeting adjourned at 7:29 p.m.

John M. Coyne, Chairman