

Finance Committee
Monday, September 13, 2021
5:30 p.m. Medina City Hall – Rotunda

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

Also present: Mayor Hanwell, Greg Huber, Patrick Patton, Nino Piccoli, Keith Dirham, Kimberly Marshall, Keri Hess, Wendy Mirrotto, Rick & Tammy Kirby, Jarrod Fry, Jansen Wehrley, Chief Kinney, Chief Walters, Dan Gladish, Tracy Miller (SPCA)

1. Assignment of Requests for Council Action

2. 18-138-7/9 – Medina Meow Fix – Funding Proposal / Memo of Understanding

Mr. Lamb stated this came out of the committee at \$10,000.00 with expectation of local foundation that would fund the additional \$10,000.00 that was requested. Medina Meow Fix have the EIN number they didn't have the paperwork back yet from the State for the establishment of the 501c3. In order to not delay this and move it forward, we need to simplify the process in which the funding from the City would not go to Medina Meow Fix and instead go to the SPCA and they would then use that funding for the purpose of the spay and neutering. Councilman Rose will do the review of this program like he does for the SPCA funds from Medina City.

Tracy Miller from the SPCA stated they have always documented where all the cats come from, going as far as getting an address of where they come from and that will continue. If cats are friendly, then they will be adoptable through the SPCA or go into foster until they are ready to be fixed and adopted out. If they are going to be TNR, there is a group of people that have been doing this on their own and they will continue to do that. If they are feral, they will not come to the SPCA but still will be tracked paper wise.

Mrs. Hazeltine expressed being in support of the work that Medina Meow Fix has already done, they began this journey back in April. The dedication that this group has shone is fabulous.

Mr. Coyne asked where do we stand on feeding wild animals, the deer are there any proposals to deal with those?

Mr. Lamb replied that they needed to separate the feral cats out, and so they spent the time learning about cats. Nothing in particular has changed in the meantime with intention to deal with the wild animals. Once this issue with the feral cats is handled then we can move on.

Bill stated the funding levels after one year or so would begin to drop after two years. One year as the pilot program gives us the information that we need to look at to see how effective we've been. It's not a one year and shut the door and we go away.

Mr. Rose asked Mr. Huber if the city will need some type of Memorandum of Understanding between the three entities. Mr. Huber stated it is not mandatory and is up to you whether you want one or not.

Mr. Coyne asked if Bill Lamb designated a fund that this money would come from, Bill replied he

presumed it would be the General Fund.

Mr. Shields motioned to move this forward with \$10,000.00 from the city going to the SPCA for Medina Meow Fix, seconded by Mr. Simpson. Motion passed 7-0.

3. 21-164-9/13 – Budget Amendments

#2021-027 – Miscellaneous

Mr. Dirham stated there are a number of appropriations here: Capital improvements – Ord. 26-21, the second one is the court received money from a special projects fund to pay for a case management system and we are repaying that, repaying what JEDD Fund gave to the Bicentennial Fund, last two are the same amount of money to cover a transfer and then an advance of the same amount of money to TIF so we can repay that from the TIF Fund to the General Fund as the money come in from the TIF. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 7-0.

#2021-028 – PY20 CHIP Program

Mr. Dirham stated these are a bunch of appropriations regarding CHIP Grants. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 7-0.

4. 21-165-9/13 – Fund Transfer Request – Municipal Court

Mr. Dirham stated this is basically the other half of the money for the case management system being returned to the special projects fund. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 7-0.

5. 21-166-9/13 – Fund Transfer Request - TIF

Mr. Dirham stated this is the transfer they talked about with the appropriations for the TIF money. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 7-0.

6. 21-167-9/13 – Fund Advance Request – CDBG /CHIP Grants

Mr. Dirham stated this is related to the CHIP Grants we talked about to move these projects along. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 7-0.

7. 21-168-9/13 – Fund Advance Request - TIF

Mr. Dirham stated this is the second half of the TIF and then we are done. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 7-0.

8. 21-169-9/13 – Expenditure Over \$15,000 – Davis Tree Farm - Forestry

Mr. Wehrley stated this is to increase their existing purchase order, not to exceed \$25,000.00 to get enough funds in place for their fall tree planting project in the Forestry Department. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 7-0.

9. 21-170-9/13 – RFP’s Drug Screen and Related Professional Services

Mayor Hanwell stated we do this annually just to get the different professional drug testing services in town equal access to bid on this and we will award it before the end of the year. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 7-0.

10. 21-171-9/13 – Amend S&B Code – Water Department Changes

Mr. Piccoli stated currently there are two Operation Techs in the Water Department. One is filled

and one is vacant and we would like to convert that to a Water Tech and that would be a savings of \$3.18 an hour in wages. Additionally, we have two Meter Service Technicians and want to convert one to a Water Tech and then add an additional Water Tech. Water Tech to Meter Tech is just a change in title, no change in wages. A Water Technician is a better service to a customer in the end.

Mr. Coyne asked if the union was good with the changes, Mr. Piccoli stated they are. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 7-0.

11. 21-172-9/13 – MCRC Job Description Revision – Recreation Supervisor

Mr. Wehrley stated this position has been vacant since last November, and are requesting to rename the position to Facility Supervisor. Position will oversee operations of the facility and the staff mainly at the front desk area as well as facility rentals. Additional support is needed at this time and this position will allow them to focus on continued efforts with programs as well as reaching past, present and current members. Civil Service Commission has reviewed and approved the changes. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 7-0.

12. 21-173-9/13 – Expenditure Over \$15,000 – D & R Commercial Flooring - MCRC

Mr. Wehrley stated this is a project identified as a substantial need at the Rec Center, due to COVID-19. They were experiencing difficulty having their spin classes and other type of fitness classes due to inadequate space to socially distance so they had limited class sizes. Jansen feels it is a good use of carryforward funds to look at getting this flooring. Jansen stated knowing it is a relatively newer building, it is highly likely that there isn't a moisture barrier underneath the concrete. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 7-0.

13. 21-174-9/13 – Request to Reject Proposal for Sponsorships - MCRC

Mr. Wehrley stated they did an RFP several months ago to solicit for marketing services at the Rec Center and did have a contract that expired with Partner Marketing. The only one out of six companies that we got back didn't align with what we were looking for in the RFP, therefore, we are recommending to reject this proposal and try and figure out if there is a better way that perhaps we could maybe do this inhouse. Over the last 4 years we've brought in just under \$30,000.00 in advertisement. Mr. Shields moved to approved to reject, seconded by Mr. Simpson. Motion passed 7-0.

14. 21-175-9/13 – Amend Ord. 92-21 – PY21 CDBG Allocation Grant

Mrs. Marshall stated the city originally applied for four projects to include code and floor cement, mowing machines, gym equipment and public transit. The city must eliminate one of these projects and additionally the state determined that the purchase of \$70,000.00 of new gym equipment for the Medina Community Rec Center did not qualify for the CDBG funding. The city must reallocate the \$70,000.00 into the approved categories. It was suggested that the grant pick up a portion of general fund allocation to public transit over a two-year period by picking up 75% of the city's portion that would increase the amount for the activity to \$73,125.00. The other suggestion is to increase the funding for code enforcement to partially cover the new full-time Code Enforcement Inspector plus code enforcement work done by the Chief Building Official and Building Inspector/Property Maintenance Inspector over a two-year period. The amount for this activity would increase to \$49,375.00. Activity three is the machinery for lawn mowing program for one of the non-profits in ward one that would like to buy mowing equipment and help give residents that need their lawns mowed and give some of the youth employment opportunity. Emergency clause needs to be added as this revised budget is due back to the State of Ohio

Department of Development by September 15th. Respectfully asking that this go to finance and council this evening with the emergency clause. Mr. Shields moved to approved to with the emergency clause, seconded by Mr. Simpson. Motion passed 7-0.

15. 21-176-9/13 – Then & Now – Wintrow Construction – Emergency Railroad Repair
Mr. Patton stated a couple weeks ago they had a broken rail between State Road and Progress Drive and it ended in emergency repair to keep the railroad open and unfortunately it came in above the \$3,000 threshold for a Then & Now. Mr. Shields moved to approve with the emergency clause, seconded by Mr. Simpson. Motion passed 7-0.

16. 21-177-9/13 – Application for Loan Assistance w/ OPWC – N. Huntington Reconstruction
Mr. Patton stated every year our district is required to take out a certain number of loans and this year they are offering \$130,000.00 zero interest loan with no prepayment penalty, and this would be part of the package to pay for the project. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 7-0.

17. 21-178-9/13 – Purchase 2 Dump Truck Beds for Ford F- 550 – Street Dept.
Mr. Piccoli stated they have two F-550 dump trucks in the Street Dept. one is a 2005 and the other is a 2007 and the maintenance department feels we should replace the beds instead of getting a new truck with a \$80,000.00 price tag. Each replacement steel bed is about \$16,000 each. Mr. Shields moved to approve with the emergency clause, seconded by Mr. Simpson. Motion passed 7-0.

18. 21-179-9/13 – Amend S&B Code 31.09.1 – Overtime, Part-time Firefighters
Chief Walters stated historically and currently the firefighters that staff on one of the six premium holidays they just get paid straight time. Any firefighter called in would get double time with a minimum of one hour, yet the staffing firefighters still just get their straight time. Walters states they are looking to pay the staffing firefighters holiday pay. Mr. Coyne asked if we do this for part-time people in the fire department does this necessarily mean that if people work on a holiday in other part-time positions we will have to pay them double time around the city? Mayor Hanwell stated this is a separate provision for firefighters only that the council already had in the Salary and Benefit Code. Mr. Shields stated as long as we are making this retroactive to Sept. 1st. they will not need to make this an emergency. Mr. Shields move to approved, effective retroactive to September 1, 2021 and with the elimination of the word - back, seconded by Mr. Simpson. Motion passed 7-0.

19. 21-180-9/13 – American Rescue Plan Act Grant – Potential Projects
Mayor Hanwell stated he doesn't know if council necessarily wants to consider this tonight or just look at it and consider it. The number has come down to \$1.35 million per installment for a total of \$2.7 million. Originally, we were told \$2.5 for a total of \$5 million. Some of these things as you can see are more significant and lasting projects such as storm water improvements and a variety of things.

It's under Council's authority to determine the prioritization where you think the first impact could make the greatest effect keeping in mind that we are going to have about another \$1.3 to \$1.5 million later as well. President Coyne asked council if they need time to look at these or are they ready to vote tonight, maybe wait until next finance meeting and everyone come up with their list and look at these items that are before us in order to make a determination.

20. Executive Session: (imminent litigation)

It was moved by Mr. Shields and seconded by Mr. Simpson to enter into Executive Session at 6:55 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 7:30 p.m. the Executive session was adjourned. The Finance Committee reconvened, and there being no further business, the Finance meeting adjourned at 7:30 p.m.

John M. Coyne, Chairman