

Finance Committee
Monday, December 13, 2021
5:30 p.m. Medina City Hall – Multi-Purpose Room

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, Keith Dirham, Nino Piccoli, Kimberly Marshall, Jansen Wehrley, Chief Kinney, Andrew Dutton, Cindy Lastuka, Barb Dzur, Rick & Tammy Kirby, Tom Doyle, Christy Moats, Sarah (Gazette) and Kathy Patton.

1. Assignment of Requests for Council Action

2. 21-198-10/12 – Income Tax Allocation Adjustment

Keith Dirham stated this came from the discussion they had at the budget meeting and the conclusion of that was to reduce the police fund allocation by 1% and taking .5 to General Capital and .25 to Rec Center and .25 to Electronic Technology Capital. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 7-0.

3. 21-242-12/13 – Memo of Understanding w/ County – Public Transit

Barb Dzur stated they do this every two-years for the CDBG Grant. Commissioners would like this to be passed this month due to current MOU ending December 31st. Mr. Shields moved to approve with the emergency clause, seconded by Mr. Simpson. Motion passed 7-0.

4. 21-243-12/13 – 2021 Grant Application – Assistance to Firefighters

Chief Walters stated they are attempting to get FEMA grants to replace the departments 15-year-old Air packs (SCVA'S) they use. Currently they are non-compliant. Emergency is needed due to time restraints on the application. Mr. Shields moved to approve with the emergency clause, seconded by Mr. Simpson. Motion passed 7-0.

5. 21-244-12/13 – Grant Application – Ohio MHAS, Veteran's Treatment Court

Cindy Lastuka is asking for approval regarding this grant of \$75,000.00 till June 30th 2022 and then they would receive another \$75,000.00 July 2022. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 7-0.

6. 21-245-12/13 – Expenditure - Jet-A Fuel, EPIC Aviation

Mr. Dirham stated this is the blanket for the jet fuel for 2022, the emergency clause won't be needed if our inventory is still sufficient in January. Mr. Shields moved to approve with the emergency clause, seconded by Mr. Simpson. Motion passed 7-0.

7. 21-246-12/13 – Amend Res. 153-21, PY21 CDBG Grant

Barb Dzur stated the state rounded up or down two of the amounts. What is on the bottom of the page for a total is what is on the State allocation. This needs to be adopted for audit purposes. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 7-0.

8. 21-247-12/13 – Purchase of Property – 368 Foundry Street

We were made aware that this property just became available on the market. The city owns the two parcels immediately south of the one in question here making this property surrounded on

three sides by city owned property. Jansen reached out to Walter Haverfield to see if ARP Funds could be used and found out it was eligible. The realtor has since taken the property off the market but will put it back on if they don't hear from the city. Jansen feels this would be a good use of funds to complete the expansion of the park frontage there. Jansen is bringing this forward to see if there is interest in purchasing this property. Asking price is \$80,000.00. Cost of raising the house would be around \$10,000 to \$12,000.

Dan Gladish stated this house has been vacant for over 10 years and has been a problem in and out of court five different times with the owner. He gets penalized and fined, the last time he had a family living in there with no electric, operating with a generator and Dan had to go over and board it up, not condemn the house but deemed it an unsafe structure. Mr. Coyne said it sounds from council it is a go so let's get an appraisal. Mr. shields moved to approve with the emergency clause to move forward at a price at either the lower of the appraisal or the asking price, seconded by Mr. Simpson. Motion Passed 7-0.

9. 21-248-12/13 – 2022 Tax Advance Request

Mr. Dirham stated this is a bit of a formality, but under the Revised Code we have to formally request that property tax settlements be advanced to us as they are collected. Keith stated they want these in by January 21st payment date and that is why the emergency is needed. Mr. Shields moved to approve with the emergency clause, seconded by Mr. Simpson. Motion Passed 7-0.

10. 21-249-12/13 – Agreement for Board Manager Software - Escribe

Mr. Rose stated this software will be accessible through the city website. It will show the community all of the boards and commissions that are available to the city. It will show who is currently on the boards, terms and vacancies with the ability to apply. The program will be used by Council, Planning and Zoning, and the Mayor's Office. Funding would come from General Administration. Jarrod Fry and Sgt. Zaremba are aware and approve. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 7-0.

11. 21-250-12/13 – Advance Request – PY21 CDBG

Mr. Dirham stated it's a grant we have to do the advance for. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 7-0.

12. 21-251-12/13 – Expenditure to Modify New Roof on County Courthouse Facility

Mayor Hanwell stated he was contacted by Scott Miller from the county, stating the rubberized roof they are putting on this courthouse would not permit the display of fireworks from the parking deck that we do for the candlelight walk every year after the parade. Would the city be interested in paying to upgrade the roof to still permit the fireworks to be displayed? They need the answer next week due to ordering their roofing materials to try and have them by at least May to install.

Upon discussion with President John Coyne and himself they both felt it would be a positive economic benefit not only for the square businesses but for the region and the County. For a funding source they have uncommitted \$165,000.00 in unappropriated JEDD Funds due to this clearly being economic development purpose. They expect it will be close to \$30,000 - \$40,000 and Mayor Hanwell would like to ask for it to not exceed \$45,000.

Due to the urgency on the county's end and timing with having to order the roof the Mayor is asking this go to council tonight as well. Mayor stated there is no additional cost to the city for labor, it is just for the material.

Mr. Huber stated we have an ordinance that is supposed to require the clerk to have an ordinance in place so that people can look at exactly what we are doing. Kathy Patton Clerk of Council stated that it already is. Greg stated if it is going from this Finance Meeting to Council tonight he would like a motion made when this ordinance comes up to waive the procedural rules that require these things and needs to be in the minutes.

*Tabled

13. 21-252-12/13 – Capital Grant Request – MCRC Fitness Room Addition

Jansen stated due to COVID this was essentially put off up until we were approached about a Capital Bill project opportunity for PY2023/2024. One of the four basketball courts is being used to house cardio equipment which presents a lot of challenges during school basketball season. We found out the fitness room was designed to actually be expanded. Jansen would like to talk to the original architects and see if maybe we could meet in the middle on the budget number and hopefully get it down. Look at existing HVAC system see if it can be expanded by bumping out windows and reduce ceiling height. If we could apply for this and get 50% funded we would be in a really good spot with regard to placement of our fitness equipment freeing up our basketball courts. The intent of the project has changed from design new section to trying to utilize the space we have for our existing equipment. Mr. Shields will abstain from voting due to his employer being the School. Mr. Simpson moved to approve, seconded by Mr. Rose. Motion passed 6-1abs.

14. 21-253-12/13 – MCRC Account Number Changes for ARP Funds

Jansen Wehrley stated they have a number of projects that they started working on this year that have not actually been completed at this point. All these projects are geared towards improving their front entrance as well as addressing COVID concerns specifically the flooring in community room A which is now being used as a studio instead of a meeting room. We reached out to Walter Haverfield and they agreed these projects were approved to use ARP Funds and we are requested consideration to be given to allow us to change the account numbers. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 7-0.

15. 21-254-12/13 – State Contract Purchase, Weight Equipment for MCRC

Mr. Wehrley stated this is the second phase of their equipment replacement project. Current equipment is the same age as the facility. They have \$80,000 for this project. This company was less than state contract and they offered \$7,000 for trade in for the items listed on the RCA. Mr. Shields moved to approve with the emergency clause, seconded by Mr. Simpson. Motion passed 7-0.

16. 21-255-12/13 – Amend/Replace – MCRC Rental Rates

Jansen stated they have not been doing rental for some time now, they no longer have a rental coordinator and don't anticipate hiring one. Trying to look at ways to simplify our rental rates so they may be done online as well as be completed by one of our attendants at the front desk. Looking to replace and appeal a variety of different ordinances.

Christy Moats stated they have not increased rates since 2002, they did simplify it in 2007. Cindy would like to go to a flat rate. It's more important to get those rooms rented out and to be able to start adding party packages again. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 7-0.

17. 21-256-12/13 – Amend 31.02(E) – Pay scale for Lifeguards & WSI Instructors

Jansen Wehrley stated they have experienced lifeguard issues for quite some time. Entry level is RC-14 which has been absorbed by minimum wage increase. With starting back up with rentals we can't have birthday parties with no lifeguards so hopefully we can address this by moving them up the pay scale, and giving aquatics manager the ability to place individuals who might come to us with previous experience or certifications higher on the pay scale as well as when the ordinance becomes effective, we request that our current employees be considered for merit increase to hopefully retain the individuals we do have.

Christy Moats stated they started to address this in 2018 when they increased the lifeguard rate to \$9.46 where it currently is. So far this year they have lost 21 guards to resignations the majority are going to other jobs outside of life guarding and we need to be competitive. The average lifeguard rate in this surrounding area is starting at \$11 an hour. This change in payrate would cost them about \$39,000 a year but they can make \$20,000 to \$30,000 in rentals and feels they need this, they need to be able to serve their families. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 7-0.

18. 21-257-12/13 – Consent Legislation w/ ODOT – Sign Replacement Project

Mr. Patton stated that ODOT is going to be completing a sign replacement project on State Route 3 through the city next summer. Patrick is asking for the emergency clause due to time restraints and only receiving this on December 2nd. Mr. Shields moved to approve with the emergency clause, seconded by Mr. Simpson. Motion passed 7-0.

19. 21-258-12/13 – Amend Ord. 157-20 & 43-21 – Account Corrections

Keith Dirham stated this is on getting the parking deck up and running but ties into the TIF because we also have the storm sewer. We have all the accounts and we have to get this done by the end of the year. The other two are the advances that are ultimately going to get us there. There is going to be an advance from general fund to the TIF Fund and we are going to pay for this functionally then going forward as we collect money from the TIF we will repay the General fund for that advance. This all needs to be straight in the current year. Mr. Rose asked if we have any money in the TIF. Keith stated we do but doesn't have the number off the top of his head. Mr. Shields moved to approve with the emergency clause, seconded by Mr. Simpson. Motion passed 7-0.

20. 21-259-12/13 – Advance Request – TIF Fund

Mr. Shields moved to approve with the emergency clause, seconded by Mr. Simpson. Motion passed 7-0.

21. 21-260-12/13 – Transfer Request – TIF Fund

Mr. Shields moved to approve with the emergency clause, seconded by Mr. Simpson. Motion passed 7-0.

22. 21-261-12/13 – Budget Amendments

#2021-046

Keith stated this is a few different things, transfers and closing up some negatives. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 7-0.

#2021-048

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

23. 21-262-12/13 – American Rescue Plan Project Update

Barb Dzur stated some of the figures have been updated. Mayor Hanwell asked Barb to keep council up to speed individually but still bring each of the projects to you.

24. 21-263-12/13 – MOU between City and 5990 Branch Rd. LLC - Discussion

Kimberly stated at the last finance committee meeting they discussed the road improvements to Branch Road. Cautionary agreement between the city and the company for road improvements, sanitary sewer, waterlines, fittings and hydrants. The company has agreed to the installation extension of the water line, hydrants, fittings and the sanitary sewer. Attorney Marty Kerr is representing the company for this project did the first draft of an MOU. John Coyne stated the MOU is fine and they talked about some of the issues but does Mr. Huber have anything?

Greg Huber stated they don't know what this cost will be until after design of project. He is a little leery of committing to a number if we don't know the number. He wonders if the company is committing to pay for the sanitary or the waterline or whatever the list is that they are paying for to just list those out as to what they are paying for and state in the contract we will pay for this. If we are doing this before we know what the numbers are.

Mr. Doty from Crane Expert stated timing is a concern and they need to get the property closed and need to get the building in order because nothing is getting done quicker it is just taking longer. Advertising the cost of the work for the water and for the sanitary sewer into the purchase price of the property.

Mayor Hanwell asked Patrick to check with some other engineering firms to see if we farmed it out could they meet the 3 to 4 months deadline. Is there a way we can blend our two processes and try to get this thing done within their time constraint?

Mr. Doty stated the city would undertake the road development and the storm sewer, and they would take the sanitary sewer and the water.

Kimberly stated they are chasing down some grant funding through Jobs of Ohio and ODOT.

25. Executive Session: (land acquisition/imminent litigation)

It was moved by Mr. Shields and seconded by Mr. Simpson to enter into Executive Session at 7:03 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 also 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 roll was called and passed by the yea votes of J. Hazeltine, B. Lamb, J. Shields, J. Coyne, D. Simpson, P. Rose and E. Heffinger.

There being no further business the Finance Committee meeting reconvened and adjourned at 7:03 p.m.