

Finance Committee
Monday, December 12th, 2022
6:00 p.m. Medina City Hall – Multi-Purpose Room

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

Also present: Mayor Hanwell, Greg Huber, Nino Piccoli, Lori Bowers, Patrick Patton, Chief Walters, Chief Kinney, Andrew Dutton, Dan Gladish, Kimberly Marshall, Jansen Wehrley, Darin Zaremba, Rick Kirby, Sarah Crawford, and Kathy Patton.

1. Assignment of Requests for Council Action

2. 22-262-12/12 – Amend. Ord. 213-22 Proposal with Fanning & Howey – Fitness Room
Mr. Wehrley stated the dollar amount for this contract was left out on this ordinance. The dollar amount is \$48,000. Mr. Shields is abstaining from voting since it involves his employer. Mr. Rose moved to approve, seconded by Mr. Simpson. Motion passed 6-1. Jim Shields abstained.

3. 22-263-12/12 – Policing Contract with Lafayette Township
Chief Kinney stated this is their contract with Lafayette Township. This contract will be the same as the current one with the exception it will not be a passthrough and is a set level of \$400,000.00 and a five-year contract. Emergency clause is requested due to current contract expiring 12/31/22. Mr. Shields moved to approve with the emergency clause, seconded by Mr. Simpson. Motion passed 6-0.

4. 22-264-12/12 – Expenditure – Jet-A-Fuel
Lori Bowers stated this is for 2023 jet fuel costs for the airport and the emergency clause is requested in case they have to purchase fuel in early January. Mr. Shields moved to approve with the emergency clause, seconded by Mr. Simpson. Motion passed 6-0.

5. 22-265-12/12 – Increase P.O. #2022-1355 – Mason Custom Builders
Mr. Piccoli stated the parts were not available but were found through Swingle who was able to find some parts out of Cincinnati. Asking for additional \$3,827.00 to pay the contractor with the emergency clause. Mr. Shields moved to approve with the emergency clause, seconded by Mr. Simpson. Motion passed 6-0.

6. 22-266-12/12 – Increase P.O. #2022-525 – Walter & Haverfield
Mr. Huber stated this is a P.O. for finishing out the rest of the year specifically having to do with some of the work attorney Hunt did on civil service creation of transfer mechanisms for officers coming from other departments. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 6-0.

7. 22-267-12/12 – Budget Amendments

#2022-043 – Various

Mrs. Bowers stated these are mostly to clear up year-end balances, and a couple of adjustments for an advance for the Smith Road project. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 6-0.

#2022-044 – ED Advertising

Mrs. Bowers stated this one is a donation for visitor guides from the Chamber of Commerce to the city. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 6-0.

8. 22-268-12/12 – Advance Request

Mrs. Bowers stated this is coming from the Street Storm Water Fund to the #386 Fund for the West Smith Street project. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 6-0.

9. 22-269-12/12 – Expenditure Over \$15,000 – Software Solutions – Finance

Mrs. Bowers stated this is for annual service support costs for Financial software which has gone up about \$6,000 this year. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 6-0.

10. 22-270-12/12 – Job Creation Grant Agreement – Agrati, Inc.

Kimberly Marshall stated this is for the purpose of expanding their business in the City of Medina, constructing a state-of-the-art tech center facility located at 941 Lake Rd. Additionally, they will renovate their facility at 955 Lake Rd. to add space for a training center. Mr. Coyne wants to make this contingent upon acceptance so that they don't have to do a repeal if it doesn't go through. Mr. Shields moved to approve contingent upon applicant accepting the grant, seconded by Mr. Simpson. Motion passed 6-0.

11. 22-271-12/12 – 2023 Tax Advances

Lori Bowers stated this is to authorize the county to advance them the property taxes for 2023, emergency is requested as this is due back to the county by January 13, 2023. Mr. Shields moved to approve with the emergency clause, seconded by Mr. Simpson. Motion passed 6-0.

12. 22-272-12/12 – Dedicated Plat for Public Alley

Mr. Patton stated this would run from State Route 18 north approximately 160 feet and it would be 35-foot-wide, basically this would run along Sully's, this was approved by the Planning Commission. Mayor Hanwell stated they need to have this in place so that we still will have access to the parking deck. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 6-0.

13. 22-273-12/12 – Amend Code 943.02 – General Regulations – Cemetery

Mr. Wehrley stated a concern was brought to their attention at the ponds in Spring Grove Cemetery. A conversation was held with the city insurance company and they recommended putting up signs prohibiting swimming in the ponds at the cemetery. Mr. Huber suggested adding a section H to the general regulations prohibiting swimming, ice skating or fishing in ponds or pools of water. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 6-0.

14. 22-274-12/12 – Contract w/EnviroScience – Rocky River Stabilization Project (ARPA)

Mr. Wehrley stated that out at Huffman and Cunningham Park he and Patrick Patton met with two different consultants due to the west branch of the Rocky River running through there taking a 90 degree turn right adjacent to the soccer fields. Over the last ten years, they have lost about 30 feet of river bank. It has also now approached the access drive that goes to the back of the park and they've had to close off that roadway this year because of it. This project will address all of this and gain back some of the property we've loss through a construction. This consultant

that they have chosen is very well versed with this type of work. They will design and provide an engineer's estimate. The construction budget for the project is approximately \$200,000.00 excluding the estimated costs that are here. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 6-0.

15. 22-275-12/12 – Amend S&B 31.05 & 31.07 Job Descriptions and Dept. Reorganization

Mr. Wehrley stated the first request is to abolish the Recreation Center Director position and the Rec Center Finance Assistant position. Accept new job description for Director of Parks, Recreation, Cemetery and Forestry. Accept revised job description for the Recreation Center Superintendent. Accept the revised job description for the Office Administrator. Accept new job description for part-time Office Assistant. Request to fill vacant FT Program Specialist position. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 6-0.

16. 22-276-12/12 – Amend Civil Service Rules – Police Lateral Transfer

Chief Kinney is requesting to amend the Civil Service Rules to permit police lateral transfer program. This will give them the ability to take officers from other jurisdictions in the State of Ohio that have a minimum of one full-time experience as a certified police officer. This program was approved by Civil Service. Requesting the emergency clause as they have 3 open positions and would like to be able to fill those positions using this program. Bringing someone in under this program would just adjust their pay scale, they would still be tested. Mr. Shields moved to approve with the emergency clause, seconded by Mr. Simpson. Motion passed 6-0.

17. 22-277-12/12 – Expenditure Over \$15,000 – Railroad Liability Insurance

Mr. Patton stated this is their annual insurance for the railroad and is due in June. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 6-0.

18. 22-278-12/12 – Accept Donation PPN #028-19D-03-124 from West Creek Conservancy

Jansen Wehrley stated recently they were made aware that West Creek was awarded funding from their grant request of \$95,200 to purchase property on the corner East Smith Road and Guilford Blvd. It is the 10.14 acres, it is under contract and they are expected to close in a few months. They have requested that the City accept the property at some point once they close their grant with the state. They are looking for matching funds of \$33,450. Jansen is hopeful that West Creek Conservancy is going to put in some applications to local foundations to consider funding the grant match. In the event that those avenues do not happen we are requesting that council consider the \$33,450 to assist with closing this property and preserving critical flood plain.

John Coyne suggested changing the account # to the #301 account. Mr. Shields moved to approve, and accept the 10 plus acres and to be paid out of the #301 Capital account, seconded by Mr. Simpson. Motion passed 6-0.

19. 22-279-12/12 – Exp. Over \$15,000 – Technology Engineering – IT Services

Sgt. Zaremba stated this is included in the IT budget they discussed in the last meeting. This is just the formality of getting the purchase order in place. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 6-0.

There being no further business, the Finance Committee meeting adjourned at 6:36 p.m.

John M. Coyne, Chairman