

THE CITY OF STREETSBORO, OHIO

FINANCE COMMITTEE MINUTES

Monday, January 27, 2020

[Prior to the meeting Mrs. Field welcomed the high school students in the audience and explained tonight's proceedings.]

This Finance Committee Meeting was called to order on Monday, January 27, 2020 at 7:00 p.m. by Justin Ring, Chair. Mr. Lampa asked for a moment of silence for International Holocaust Remembrance Day and then Mr. Hannan led the Pledge of Allegiance.

PRESENT: Jon Hannan, Mike Lampa, Justin Ring, Chuck Kocisko, Julie Field, Jennifer Wagner, John Ruediger

ABSENT: None.

ALSO PRESENT: Glenn Broska, Mayor
Frank Beni, Law Director
Darin Powers, Police Chief
Rob Reinholz, Fire Chief
Jenny Esarey, Finance Director
Bill Miller, Service Director
John Cieszkowski, Planning Director
Patrick O'Malia, Economic Development Director
Greg Mytinger, Parks and Recreation Director
Shawna Lockhart-Reese, HR Manager
Missy Procop, Mayor's Administrative Assistant
Caroline Kremer, Clerk of Council

Disposition of Minutes

MOTION: TO ACCEPT THE REGULAR FINANCE COMMITTEE MEETING MINUTES OF DECEMBER 16, 2019 AS PRESENTED.

Moved by Mr. Hannan, seconded by Mrs. Field. Upon voice vote, **motion carried.**

Monthly Financial Report

Ms. Esarey had distributed the December year-end financial reports on January 2, 2020. She reported that salaries and wages were all processed within approved budget amounts. The General Fund expenses including encumbrances were below target at 97% and Total expenses including encumbrances were well below target at 92%. General Fund revenue was above target slightly by .17% and Total revenue collected was also slightly above the target by .61%. She noted that the City had approved a deficit of \$842,000 and the biggest part of that was for the School District settlement.

The actual deficit was \$252,682.51 because the director's had managed their budgets well during 2019. The January income tax receipts were above last year. The allocation had been changed for 2020 but even without that change it would still be over last year and she hoped that trend would continue. She thought a big part of the recent income receipts was because of the RITA subpoena program. Once Ms. Esarey received the finalization of the RITA subpoena program she would share that with Council.

Old Business

Executive Session

MOTION: TO RECESS INTO EXECUTIVE SESSION TO CONSIDER PENDING LITIGATION.

Moved by Mr. Ruediger, seconded by Mr. Hannan. Upon roll call, **motion carried unanimously and the meeting recessed at 7:05 p.m.**

MOTION: TO RECONVENE FROM EXECUTIVE SESSION.

Moved by Mr. Hannan, seconded by Mrs. Field. Upon roll call vote, **motion carried and the meeting reconvened at 7:15 p.m.**

New Business

T-6759 Go to Bid for Seasons Road Drainage Improvements

Mr. Ring noted that Mr. Ciuni had asked by email that this item be removed from the agenda. Mrs. Field understood that the neighbors should be part of the discussion when they returned to town in May, but she did not want this issue dropped until then. There was flooding happening on Seasons Road, especially in the spring when it was rainy and this needed addressed. A few Council Members had visited the location. She felt there were some common sense ways to handle it and it needed to be resolved. Mayor Broska said the City Engineer had been given the direction to come up with a solution that made the most sense and that is what would be presented to Council; this could go back and forth forever trying to make each of the neighbors happy, but ultimately it would be whatever made the most sense. Mayor Broska felt there was a low spot through there that made the most obvious sense and the City Engineer was looking into it and would get back to the Mayor as soon as he could. There was no easy resolution, but something might well be presented to Council before May because the engineers were working on it. Mayor Broska noted that when the weather conditions caused SR 303 to flood at Tinkers Creek those same conditions caused Seasons Road to also flood and those road closures caused a health and safety hazard for the residents on the west side of town and the City wanted to get this problem resolved. Mayor Broska noted that SR 303 at Tinkers Creek had not flooded since the spring of last year even with heavy rainfalls; he hoped it would stay that way. The Service Department checked often to make sure all three culverts stayed unobstructed.

MOTION: TO MOVE THIS TO THE MARCH SERVICE COMMITTEE MEETING TO REVISIT THE TOPIC.

Moved by Mr. Ruediger, seconded by Mrs. Field. Upon voice vote, **motion carried.**

Discuss City Road Paving Program

Mr. Ring had added this item to the agenda to discuss a five-year plan to get roads ranked 1-4 paved without having to take a loan or have debt service. He had discussed this with Ms. Esarey and with the Mayor. He said there was about \$800,000 currently available for the 2020 road paving program from various Funds.

He said there was a line item for City Hall Architectural Services with \$422,250 appropriated, but he felt it was doubtful that money would be used this year for engineering services for a new City Hall, so he suggested moving that \$422,250 into the road paving program as a one-time amount. That would make \$1.2 million to spend on paving in 2020 which should get all of the roads ranked 1 and about 35% of the roads ranked 2 paved this year. Then over the next 3-4 years, just using the usual \$1 million and the expected \$400,000 from the new gas tax the City should be able to get through the rest of the roads ranked 2-4 because it was estimated to cost about \$4.9 million to do them all. He noted in 2021 and 2022 there would be very little money because most of the annual \$1.4 million paving budget would go toward the SR 43 and SR 14 widening projects. He said this proposal did not take into account increases in prices, increases in revenue with new economic development, or possible grants the City might receive in future years. He thought it was important to have a plan in motion to make sure the roads in need of attention were addressed without taking out debt service if the City didn't need to.

Mr. Ruediger supported the transfer of funds and asked that it be included in a budget amendment at the next Finance Committee Meeting.

Mr. Lampa asked why roads from 2003 and 2004 were ranked worse than some roads from 1950. He was told the rank depended on the condition of the roads; some were worse sooner because of the amount of traffic/use, the drainage, etc. The rankings were gone over by the Service Director and the City Engineer and they used specific criteria and the ODOT procedure when rating the condition of the roads.

Mrs. Field also supported adding additional money to the road program if it was available since engineering for a City Hall was not likely to be needed this year, but she suggested maybe using only a portion of the \$422,250 toward the road program and leave a little in the budget for something else that may arise. She also did not want to go into debt for road paving and didn't feel it was necessary; there was a road paving program and everyone just needed to be patient about it. Mr. Ring said he had recommended using all of the \$422,250 for paving because the City was still projected to have almost \$600,000 in carryover in the 401- Fund at the end of the year which could be available for an emergency that might arise. By using all of the \$422,250 it could get all the roads paved in a five year period instead of extending it longer.

He explained the SR 14 project in 2021 was expected to cost the City \$925,600, leaving about \$475,000 for paving in 2021. In 2022 the SR 43 widening project was expected to cost the City \$1.285 million, leaving only \$115,000 for paving in 2022. That's why, even with adding this

\$422,250, it would still take about 5 years to get all the roads done. Ms. Esarey noted there was also \$600,000 in the 2020 budget, separate, for the City's share of the OPWC project to pave Page Road and Ravenna Road. Mr. Ruediger supported using all the \$422,250 for road paving that would benefit the people in the community.

Mayor Broska noted that one of the roads ranked 1 was Price Road. Streetsboro shared Price Road with Shalersville Township. Mayor Broska had contacted a Shalersville Trustee to see what they thought and the Trustee thought there was a gentleman's agreement that Streetsboro would take care of the road. Streetsboro looked into it and found documentation that showed Streetsboro only owned 16% of the road. Mr. Ciuni was looking into it further to be sure. Price Road was estimated to cost about \$300,000 to resurface. Mayor Broska was not interested in spending \$300,000 of Streetsboro money on a road that was only 16% Streetsboro's. He suggested leaving \$48,000 (16% of \$300,000) in the account until the paving of Price Road could be resolved. He noted that Price Road was a township road and township roads were eligible for OPWC funding and he may approach the County Engineer regarding some kind of shared project. He understood Price Road was in poor condition, but didn't want to spend money on a road that was not Streetsboro's. Streetsboro did maintain/plow to a certain point and Shalersville plowed beyond that point. Mr. Ring said even if Council transferred the money as discussed this evening, Council would leave it to the Engineer and administration to determine which specific roads would be done each year. Mayor Broska said Price Road was similar to the situation with Stone Road which was shared down the middle of the road with Hudson, but Price Road needed to be surveyed to be sure of the accuracy because it was not exactly down the middle of the road.

Mr. Kocisko remembered some of the discussion regarding ownership and maintenance of Price Road from the late 1990s/early 2000s. Mr. Miller said after those discussions Streetsboro ended up taking care of the road/plowing up to Work Road. He said they had the meeting minutes of the discussions, but there was no signed "gentleman's agreement." There was a signed agreement regarding sharing maintenance of Cackler Road. Mr. Kocisko supported Mr. Ring's suggestions regarding transferring funds for road paving; he added it could always be adjusted again later if need be.

Mr. Lampa asked what would be budgeted for each of the next few years for paving. Mr. Ring listed:
2020 \$1.4 million - \$600,000 for Page/Ravenna + \$422,250 = \$1.22 million to pave low ranked roads
2021 \$1.4 million - \$925,600 for SR 14 = \$474,844
2022 \$1.4 million - \$1,285,000 for SR 43 widening = \$115,000
2023 \$1.4 million
2024 \$1.4 million

Mrs. Field agreed the City needed to keep up the road paving program and she was onboard with this. She had just suggested using some of the \$422,250 that was budgeted, but unlike to be used this year, for any other expected expenses but if there were none it was fine with her to use it all for road paving.

MOTION: TO HAVE MS. ESAREY MOVE \$422,250 FROM THE LINE ITEM FOR CITY HALL ENGINEERING INTO THE ROAD PAVING PROGRAM AT THE FEBRUARY FINANCE COMMITTEE MEETING.

Moved by Mr. Hannan, seconded by Mr. Lampa. Upon voice vote, **motion carried**.

T-6779 Accept Donations to the Department of Senior Citizens Services

Mr. Mytinger said there were two donations made to the Senior Center, one was from Kuk Sool Won, the martial arts program.

MOTION: TO MOVE THIS TO TONIGHT'S REGULAR COUNCIL MEETING.

Moved by Mr. Ruediger, seconded by Mrs. Field. Upon voice vote, **motion carried**.

T-6780 Accept NatureWorks Grant for Outdoor Basketball Courts

Mr. Mytinger had emailed a message to Council that the City had received a portion of the NatureWorks Grant for two new basketball courts at City Park. This ordinance would approve the contract/agreement with the State (ODNR) to accept the funds. The City would have 18 months after the contract was returned to the State to complete the project. This was a reimbursable grant, so the City would have to pay the money up front to do the project and then receive the awarded amount of \$23,911.

The total cost estimate for the project was \$82,500 and the City would be reimbursed \$23,911. The total amount was budgeted for 2020. Mrs. Field was excited to get this upgrade for the park.

MOTION: TO MOVE THIS TO TONIGHT'S REGULAR COUNCIL MEETING.

Moved by Mrs. Field, seconded by Mr. Hannan. Upon voice vote, **motion carried**. Mrs. Field wondered if the City could get lights put up for these basketball courts. Mr. Mytinger said he could not ask for more grant money for this project. He had originally requested about \$50,000 for this project but was only awarded \$23,911. Mr. Kocisko noted that the lights at Field 7 cost \$110,000 years ago so it would be an expensive endeavor that could be considered for the future. Mr. Ruediger mentioned that currently City Park closed at dusk, but if lights were installed someday, the City could change that rule.

Mr. Lampa mentioned that the existing metal light poles being replaced all over the City with the new signalization project would be available for the City's use to be repurposed.

T-6781 Accept Ohio EMS Grant

Chief Reinholz said the Fire Department had been awarded an EMS grant for \$3,031. The Department applied for this grant every year and had been fortunate enough to receive it every year. The money would be used for EMS supplies.

MOTION: TO MOVE THIS TO TONIGHT'S REGULAR COUNCIL MEETING.

Moved by Mr. Ruediger, seconded by Mrs. Field. Upon voice vote, **motion carried**.

T-6782 Amend Ord. No. 2019-148 Purchase Replacement Streetlights

Mr. Miller said earlier Council had passed Ord. No. 2019-148 to replace six light poles. A seventh light pole had gone down and Mr. Miller wanted to replace it also and had contingency money in the account, but was short by \$200 so that amount was included in tonight's appropriation adjustments. He also wanted to switch all the new fixtures to LED which was a little added expense so the total expenditure would go from "not to exceed \$31,543" to "not to exceed \$32,000."

MOTION: TO MOVE THIS TO TONIGHT'S REGULAR COUNCIL MEETING.

Moved by Mr. Ruediger, seconded by Mrs. Field. Upon voice vote, **motion carried.**

T-6783 Purchase MARCS Radios for the Water Department

Mr. Miller said the City had budgeted for these radios. These were the same kind of radios that the Police and Fire Department would be using. The Water Department and Service Department were currently using loaner radios.

MOTION: TO MOVE THIS TO TONIGHT'S REGULAR COUNCIL MEETING.

Moved by Mr. Hannan, seconded by Mrs. Field. Upon voice vote, **motion carried.**

T-6784 Purchase MARCS Radios for the Service Department

Mr. Miller said this was the same; this was budgeted for 2020.

MOTION: TO MOVE THIS TO TONIGHT'S REGULAR COUNCIL MEETING.

Moved by Mr. Ruediger, seconded by Mrs. Field. Upon voice vote, **motion carried.**

T-6785 Purchase 3-year Subscription for CLEAR Investigation System

Chief Powers said this was a tool for the investigators to use; it was a public record aggregate so the investigators did not have to do Google searches or dig through websites. CLEAR brought all that information to one place and could also connect different types of people together based on the types of crimes or activities they were involved in. He had researched options at a conference last year and they did some demos and determined this would be the best option for the Department. They planned to get the basic CLEAR services and the Real Time Incarceration feature. 80% of jails across the country participated and the investigators would be able to find out when someone they were checking on was jailed. A lot of the local police agencies and national agencies used this service.

It was a three year agreement, but would be paid annually at \$3,480 per year. This was not originally budgeted for 2020 but there were other things that were budgeted for 2020 that may not be needed this year, so there was money for this. This was a different separate system than the CLEAR program the airlines used.

MOTION: TO MOVE THIS TO TONIGHT'S REGULAR COUNCIL MEETING.

Moved by Mr. Ruediger, seconded by Mr. Kocisko. Upon voice vote, **motion carried.**

T-6786 Amend Exhibit for Ord. No. 2019-163 Annual GPD Contract

Ms. Esarey explained that GPD had contacted the administration because one of the items on the exhibit of the original ordinance that was passed had a rate for 2020 that was less than the rate for 2019, so they asked the administration to update the exhibit. Ms. Esarey discussed it with the Law Department and confirmed that the rates had been approved by Council and could not just be changed without further approval by Council in order to process invoices. The change would be from \$93.50/hr. to \$100/hr. for the Senior Engineer in 2020. Mr. Ruediger suggested staying with the rate schedule as approved in December 2019 as submitted by GPD; Ms. Esarey would support that.

MOTION: TO MOVE THIS TO TONIGHT'S REGULAR COUNCIL MEETING.

Moved by Mr. Hannan, seconded by Mrs. Field. Upon voice vote, **motion carried with Mr. Ruediger opposing the motion.**

T-6787 Accept Quote and Authorize Contract for Cleaning Services

Mrs. Procop said the contract with RKS expired at the end of January, so the City needed to renew the contract to be able to continue to pay them for cleaning services. Mr. Lampa has sent an email earlier today regarding a need from the Police Department for bio-hazard clean up in response to Sharon Gumm's email message requesting continuation of that service. There was the need for bio-hazard clean up four times in 2019. Ms. Gumm had requested \$1,500 in the budget to cover the bio-hazard clean up services in 2020. The City wasn't charged for the bio-hazard clean up services in 2019 because the City didn't have money allocated to pay RKS. Mr. Lampa had reviewed the quotes from the others and reviewed the recommendation from Ms. Gumm and supported renewing the contract with RKS.

MOTION: TO MOVE THIS TO TONIGHT'S REGULAR COUNCIL MEETING.

Moved by Mr. Ruediger, seconded by Mrs. Field. Upon voice vote, **motion carried.**

T-6778 Amend 2020 Annual Appropriations [#1]

Ms. Esarey explained that adjustments included the Fire Department EMS grant, the donations for the Senior Center activities, the Special Assessments for the 305 Fund, Economic Development was increased per Ord. No. 2019-170 the revised Pay Ordinance, and the Capital Fund for streetlight improvements was increased by \$200 as discussed earlier tonight.

MOTION: TO MOVE THIS TO TONIGHT'S REGULAR COUNCIL MEETING.

Moved by Mrs. Field, seconded by Mr. Hannan. Upon voice vote, **motion carried.**

Citizens' Comments

None.

Announcements

A Regular Council Meeting will immediately follow this meeting.

There being no further business to come before this Finance Committee, and upon motion by Mr. Ruediger, seconded by Mr. Hannan, this meeting adjourned at 7:58 p.m.

ATTEST:

Caroline L. Kremer, Clerk of Council

Justin Ring, Chairman