

THE CITY OF STREETSBORO, OHIO
FINANCE COMMITTEE MINUTES

Monday, April 25, 2022

This Finance Committee Meeting was called to order on Monday, April 25, 2022 at 7:04 p.m. by Justin Ring, Chairman.

PRESENT: Justin Ring, Mike Lampa, Jon Hannan, Anthony Lombardo, Jennifer Wagner, Julie Field

ABSENT: Steve Michniak

ALSO PRESENT: Glenn Broska, Mayor
Frank Beni, Law Director
Patricia Wain, Police Chief
Rob Reinholz, Fire Chief
Matt Miller, Finance Director
Bill Miller, Service Director
Justin Czekaj, Municipal Engineer
John Cieszkowski, Planning Director
Patrick O'Malia, Economic Development Director
Greg Mytinger, Parks and Recreation Director
Shawna Lockhart-Reese, HR Manager
Mike Troyan, TMC Employee Benefits Group
Caroline Kremer, Clerk of Council

Disposition of Minutes

MOTION: TO ACCEPT THE REGULAR FINANCE COMMITTEE MEETING MINUTES OF FEBRUARY 28, 2022 AND THE SPECIAL COMMITTEE MEETING MINUTES OF APRIL 11, 2022 AS WRITTEN.

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

Monthly Financial Report

Matt Miller said the expenses in the March financial report were up a little bit (about 3.5% over last year), which was to be expected in the first quarter of the year. The revenues were pretty much on target and he expected the revenues to increase going into the summer because of more Building permits being processed. The income tax was up about \$315,000 vs. last year, so it looked pretty health. There were some large net profit refunds, but those were nearly impossible to predict, so he was watching those. The Finance Department was closing a lot of 2021 Purchase Orders to clean up the records. The Department was progressing pretty normally.

MOTION: TO RECESS THIS MEETING TO GO INTO TONIGHT'S REGULAR COUNCIL MEETING FOR A MAYORAL APPOINTMENT.

Moved by Mrs. Field, seconded by Mr. Lampa. Upon voice vote, **motion carried and the meeting recessed at 7:07 p.m.**

MOTION: TO RECONVENE THE FINANCE COMMITTEE MEETING.

Moved by Mrs. Field, seconded by Mr. Lampa. Upon voice vote, **motion carried and the meeting reconvened at 7:11 p.m.**

Old Business

Purchase of New Financial Software/T-7228 Contract w/BS&A Software

Matt Miller said he had already presented the need for this new software as an emergency situation because the existing software would no longer be supported as of next July. He had sent an email last Tuesday about the proposed software he would like to get. He decided to take a module out of the contract to save about \$3,200, but there were travel costs of about \$6,000 for the company to come on site from their offices near Lansing, MI, but he hoped to limit that by creating an online learning library. He said it would be a total cost of about \$59,000 for the new software.

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

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

New Business

Executive Session

MOTION: TO RECESS INTO EXECUTIVE SESSION TO CONSIDER IMMINENT LEGAL ACTION [regarding zoning violations].

Moved by Mrs. Field, seconded by Mr. Lampa. Upon roll call, **motion carried 6-0 and the meeting recessed at 7:14 p.m.** [After the executive session the Mayor swore in Mr. Kancyan who's appointment to the BZBA Ward 4 was confirmed at the Regular Council Meeting earlier tonight.]

MOTION: TO RECONVENE FROM EXECUTIVE SESSION.

Moved by Mr. Hannan, seconded by Mrs. Field. Upon voice vote, **motion carried and the meeting reconvened at 7:33 p.m.**

T-7229 Authorize Removal of Rubbish to Remedy Violations

Mayor Broska said this had just been discussed in the executive session and he would appreciate Council passing this ordinance as emergency legislation tonight.

MOTION: TO SEND THIS TO TONIGHT'S REGULAR COUNCIL MEETING AS EMERGENCY LEGISLATION.

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

T-7230 Authorize Renewal of Health Insurance

Mrs. Lockhart-Reese said this was for renewal of the employee health insurance. The information had been provided to Council prior to this meeting. This was for a 2 year rate lock with Medical Mutual at a 9.5% increase, Ameritas for dental at a 4.6% increase, and the vision was 0% increase.

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

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

T-7231 Authorize Ramsey & Associates for Exams and Assessment Services

Mrs. Lockhart-Reese explained this was for a contract with Ramsey & Associates for a promotional exam for a Fire Captain and for a Fire Lieutenant. There was no current eligibility list for these positions and the Fire Chief had requested an eligibility list be created in case there was any changes in staff, so these exams were needed. This issue could not go through the Board of Control because it was a professional service contract that needed to go through City Council. This had already been approved by the Civil Service Commission. Mr. Ring wondered if this test was just to create the eligibility lists or was there an actual promotion to be made. Chief Reinholz said right now it was just to establish a list; there was no opening at the moment but he had heard rumors there would be a retirement soon.

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

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

T-7232 Accept TIRC March 2022 Recommendation

Mrs. Kremer said the TIRC had its annual meeting at the end of March 2022. The TIRC members had reviewed the existing enterprise zone agreements and made a recommendation. There was only one EZA and the TIRC recommended it be continued because it was still in its startup period. She had distributed the TIRC meeting minutes to City Council earlier and had distributed a report/memo from the TIRC with today's meeting packet. City Council needed to accept, reject or modify the recommendation from TIRC and there was an ordinance prepared to accept the recommendation.

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

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

T-7233 Accept Donation from Dairy Queen for Youth Programming

Mr. Mytinger said he'd met with the new managers of the Dairy Queen and they had a desire to promote youth sports, so they provided the City with a check for \$2,000. Parks and Recreation would put their DQ logo onto the youth sport T-shirts and they had also signed up to sponsor some other events for the Parks and Recreation Department. He asked Council to approve the legislation to accept the donation.

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

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

T-7234 Purchase Ford Explorer for Fire Chief

Chief Reinholz wanted to replace the Fire Chief's vehicle, which was 6 years old and had 162,000 miles. This purchase was planned and budgeted for 2022 as part of the 10 year vehicle replacement program. The total cost for the vehicle, which was state bid pricing, plus the lights and radio was a total of \$41,113.60. He asked for authorization not to exceed \$41,600 in case something else was needed, like the radio amplifier that could not be transferred from the old car to the new car. Mayor Broska said the old vehicle would not be traded in but added to the City motor pool.

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

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

T-7235 Authorize Lease Payments to New Owner of McMichael Building

Mayor Broska said there was a new owner of the building where the Parks and Recreation and Senior Center offices were located. The City needed Council authorization to pay the new owners instead of the old owner. There was no change to the existing lease, it was just transferred to the new owners, but when the leased ended in 14 months, the City offices would have to move.

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

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

T-7236 Amend Pay Ordinance to Create Assistant Director of Public Service

Mayor Broska said this had been discussed with City Council in a previous executive session and this legislation was needed to add the position to the Pay Ordinance.

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

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

T-7227 Amend 2022 Annual Appropriations [#6]

Matt Miller said this was to move funds around between General Ledger accounts. The only increase was for the Escrow Fund because of the new construction in town and if things were built right, the money would be refunded. It was \$10,000 apiece, so the line was increase by \$200,000, and the Refund line was also increased by \$200,000. The only item that did not net out was the new financial software. Mr. Lampa asked why there was an increase of \$2,000 for the City Beautification Fund. Mr. Mytinger said most of the \$7,000 appropriation for the year had been spent already for the banner project and for the bulk item clean up overage for tires, etc., so he had asked to increase the line for the next anticipated use.

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

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

Mr. Ring mentioned that Mr. O’Malia had requested a Special Finance Committee Meeting on May 9, 2022 to go over some economic development options.

MOTION: TO ADD A SPECIAL FINANCE COMMITTEE MEETING TO THE MAY 9, 2022 MEETING NIGHT TO ADDRESS THE POTENTIAL JEDD AGREEMENT AND THE AURORA PLASTICS PROPOSAL.

Moved by Mr. Hannan, seconded by Mrs. Field. 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. Hannan, seconded by Mrs. Field, this meeting adjourned at 7:46 p.m.

ATTEST:

Caroline L. Kremer, Clerk of Council

Justin Ring, Chairman