

THE CITY OF STREETSBORO, OHIO
FINANCE COMMITTEE MINUTES

Monday, September 26, 2022

This Finance Committee Meeting was called to order on Monday, September 26, 2022 at 7:30 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
Robert Reinholz, Fire Chief
Kara Dolansky, Financial Assistant
Bill Miller, Service Director
Justin Czekaj, Municipal Engineer
John Cieszkowski, Planning Director
Greg Mytinger, Parks and Recreation Director
Patrick O'Malia, Economic Development Director
Shawna Lockhart-Reese, HR Manager
Caroline Kremer, Clerk of Council

MOTION: TO EXCUSE MR. MICHNIAK.

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

Disposition of Minutes

MOTION: TO ACCEPT THE REGULAR FINANCE COMMITTEE MEETING MINUTES OF JUNE 27, 2022 AND AUGUST 22, 2022 AS WRITTEN.

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

Monthly Financial Report

Kara Dolansky, Financial Assistant, reported that the financial report for the end of August 2022 had been given by Matt Miller at the September 12, 2022 Special Finance Committee Meeting, before he went out of town. She had nothing further to add at this time.

Old Business

None.

New Business

T-7298 Accept Donation of Memorial Bench

Mr. Mytinger said an 8' bench to be placed at Thomas Heritage Park had been donated by a resident in memory of their significant other. This legislation was to acknowledge receipt of the donation so the bench could be installed in the park. Mr. Lampa thanked Mr. Mytinger for helping this resident. She had reached out to Mr. Lampa because she had ordered a bench that couldn't be placed where she originally intended and she wanted it to go near water, so it would be placed near the Thomas Heritage Park fishing pond.

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

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

T-7299 Accept Amounts and Rates

Ms. Dolansky said this needed to be accepted by City Council annually. It was required by the ORC for the County to send the City the rates and then City Council had to adopt them and submit them back to the County. Mr. Ring confirmed this was the correct millage.

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

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

T-7300 Authorize Tire Purchase for Fire Department

T-7301 Authorize Contract for Firefighter Physicals

Mayor Broska asked Council to skip these because they were under the purview of the Board of Control and he would rather have these dealt with there with a specially scheduled Board of Control meeting this week. Mr. Ring asked, "but if Council approved these tonight, wouldn't they be approved two days faster?" Mayor Broska said "not so much." Mr. Ring removed these two items from tonight's agenda.

T-7302 Amend Pay Ordinance for Police Department

Mrs. Lockhart-Reese asked Council to amend the current Pay Ordinance to add a part-time police officer, who could be assigned as a School Resource Officer (SRO).

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

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

T-7303 Authorize MOU with Streetsboro School District

Mayor Broska said this was received late and had been distributed to Council by email earlier this afternoon. He asked Council to approve this MOU with the School District for an additional part-time SRO. Mrs. Field thanked Mayor Broska and the School Board for all the discussion and work on this issue, and for Council being willing to help the Schools out in this way. She hoped to be able to continue to work together like this.

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

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

T-7304 Authorize Facility Lease Agreement

Mayor Broska said this was also received late and distributed this afternoon. This was to lease space at the Annex. The lease would cost \$1/month and the administration was satisfied with the lease terms, so Mayor Broska asked Council to approve it.

Mr. Ring said the agreement only provided for the use of rooms 107 and 108 and the parking lot; it didn't mention anything about use of the gym or any other facilities. He wondered if just the two rooms would be enough room for the Parks and Recreation offices and the Senior Center activities. Mayor Broska said it would be enough room because it had been discussed with the School Superintendent and the Director of Operations (although it was not stipulated in the lease) the rest of the building would be available to the City, but it had to be scheduled. There were a lot of different School programs going on in that building and they got priority scheduling, but most of the City activities were during the school day hours when the building was available.

Mayor Broska said Mr. Daulbaugh, the School Superintendent, and Mr. Scarpino, the School Treasurer, had been very receptive of the City's requests and very accommodating to work with. The Annex was near City Park for easy access to those facilities. The School had a full-time staff person at the Annex entrance to handle the master schedule.

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

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

Discuss Donation of Music Equipment to the Schools

Mr. Mytinger said the Parks and Recreation Department wanted to donate music equipment to the School for the jazz band and other students to use. The list of items to be donated was included in today's meeting packet. Mr. Mytinger thought this equipment was purchased with the help of Portage County back in the mid 1990s or early 2000s when the Parks and Recreation Department ran music programs and lessons. The equipment had not been used in quite some time and had just been stored, so he would like to donate it to the School for their use.

MOTION: TO MOVE THIS TO THE OCTOBER 10, 2022 REGULAR COUNCIL MEETING.

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

Executive Session

MOTION: TO RECESS INTO EXECUTIVE SESSION TO CONSIDER AN ECONOMIC DEVELOPMENT PACKAGE.

Moved by Mrs. Field, seconded by Mr. Hannan. Upon roll call vote, **motion carried 6-0 and the meeting recessed at 7:41 p.m.**

MOTION: TO RECONVENE FROM EXECUTIVE SESSION.

Moved by Mr. Lampa, seconded by Mrs. Field. Upon voice vote, **motion carried and the meeting reconvened at 8:08 p.m.**

T-7293 Amend 2022 Annual Appropriations [#13]

Ms. Dolansky said the majority of these amendments to the budget were just transfers between accounts; nothing too significant. A significant item was a transfer from the fund balance for the Community Center. There was also a transfer from the fund balance for an increase in staffing for Parks and Recreation because it wasn't done back in January when a new employee came on and the account needed to be increased by \$29,000 to cover the rest of the year.

Mr. Cieszkowski had presented a request to the Finance Department late today for an adjustment for the Planning Department Special Fees and Dues line. He had done a budget adjustment earlier in the year to accommodate dues for the Assistant Planner, but he had forgotten about another membership/certification and needed an additional \$85 to cover it this year.

MOTION: TO AMEND THE EXHIBIT TO ADD THE \$85 APPROPRIATION FOR THE PLANNING DEPARTMENT.

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

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

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. Lampa, seconded by Mrs. Field, this meeting adjourned at 8:11 p.m.

ATTEST:

Caroline L. Kremer, Clerk of Council

Justin Ring, Chairman