

THE CITY OF STREETSBORO, OHIO
FINANCE COMMITTEE MINUTES

Monday, July 24, 2023

This Finance Committee Meeting was called to order on Monday, July 24, 2023 at 7:21 p.m. by Justin Ring, Chairman.

PRESENT: Justin Ring, Anthony Lombardo, Jon Hannan, Jennifer Wagner, Marianne Glenn, Julie Field

ABSENT: Steve Michniak

ALSO PRESENT: Glenn Broska, Mayor
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
Matt Coffman, IT Network Administrator
Melissa Procop, Mayor's Executive Assistant
Caroline Kremer, Clerk of Council

Disposition of Minutes

MOTION: TO ACCEPT THE REGULAR FINANCE COMMITTEE MEETING MINUTES OF MAY 22, 2023, THE SPECIAL FINANCE COMMITTEE MEETING MINUTES OF JUNE 12, 2023 AND THE REGULAR FINANCE COMMITTEE MEETING MINUTES OF JUNE 26, 2023 AS WRITTEN.

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

Monthly Financial Report

Mallory Marinin, the Finance Department Summer Intern, said the June 2023 financial report had been emailed to Council on Thursday, July 13, 2023. This was the halfway mark of the year so many of the percentages for collections and expenditures were at 50%. Overall City-wide the total expenditures were 39.2%, the General Fund expenditures were 53%, the overall City-wide revenue was at 56%, and the General Fund revenue was also 56%. The income tax collections accounted for 78% of total revenue in the General Fund and were at 56% at the end of June. Withholdings was up 7.05% compared to June 2022. Net profit was down with RITA about 18%. Collection for the state have been picking up again, so the City was hoping to close the gap by year end. The

City was adding to the interest revenue in this still high interest rate environment; at the end of June 2023 it was \$220,000 above budget. A conservative estimate for the remainder of the year was an additional \$150,000-\$180,000. There was some minimal saving in the salaries and benefits, mostly from unbilled part-time positions and also temporary vacancies in full-time positions. She also mentioned that the City was at 43% of the budget for Contractual Services having spent \$535,000 out of the \$1,257,000 in the budget, so hopefully there will some savings in this account line by the end of the year. The General Fund carryover balance showed the total remaining over the 25% minimum required was \$3,007,914.

Mr. Ring noted there was some cost savings due to unfilled full-time positions. He thought the status of the General Fund would be more like 57% or 58% expended (instead of 53%) if those positions had been filled. Mayor Broska mentioned that when the budget was developed each year, the salaries/wages were budgeted at 100%, but there was no year when all the positions were full the whole year with people leaving mid-year and it took time to fill the positions. Matt Miller noted the payroll was 13 pays expended but there could be some additional payouts at the end of the year and that would warrant some additional analysis for the 2024 budget.

Matt Miller said this year was very front ended and he hoped to spread the expenses out over the year more in 2024 instead of so much at the beginning of the year; there were a lot of software expenses that were prepaid. He said they would definitely keep an eye on expenses and benefits because it was about 80%, a significant part, of the annual budget.

Old Business

None.

New Business

MOTION: TO ADD AN EXECUTIVE SESSION TO CONSIDER EMPLOYMENT, HIRING, COMPENSATION AND EMPLOYEE DISCIPLINE TO TONIGHT'S AGENDA AFTER NEW BUSINESS, PRIOR TO CITIZENS' COMMENTS.

Moved by Mrs. Field, seconded by Mr. Hannan. Upon voice vote, **motion carried and the item was added to today's Finance agenda.**

T-7458 Authorize Contract for Water Meter Replacements

- Water Department Five Year Capital Plan

Bill Miller said this was a long process that had begun about February or March of 2023. They had reviewed the options and selected Kamstrup that seemed to be the best for the City and for the residents; they had a lot of higher technology than the others, but their proposal was a similar price to the others. Their representatives were here today to do a presentation regarding the new water meters.

Jeremy McComas of EJ Prescott (EJP) in Lima, Ohio introduced himself. He also introduced Laura Wainwright from Kamstrup and Mark Underwood. He said EJ Prescott had been in this sector of business for 65 years and was a privately owned company and a representative of

Kamstrup and other meter manufacturers. They had been doing smart utility dynamics for over 10 years with a team of 16 people. There was a lot of technology built into this system for the billing aspect and there would be local support behind that to help develop solutions and custom tailor them Streetsboro, and help change the City's business practices because that's what this decision to move forward would do. There were 27 divisions covering 10 states with 16 people on the team for the GIS leak detection acoustic monitoring which was "a smart utility."

Mr. McComas said Streetsboro had been utilizing mechanical meters for years. There was an inherent flaw in that technology; they were designed with moving parts which wear out over time. The shift came about a decade ago to "solid state" with zero moving parts which Kamstrup had with their ultrasonic meter. These were new to the United States having started here about 10-12 years ago, but a Danish company had been doing solid state for over 30 years. The manufacturing was done in the United States.

He said this was a \$3.2 million decision, but it had a lifespan of about 20 years. The failure rates of these meters was very low and the meters were more accurate, with a warranty for 20 years, some of the money would be earned back to the system. Kamstrup had a whole full product portfolio which was all developed in-house, which was important because there was a meter and a radio talking to a tower at a fixed base, not a manual or drive by read. The idea was to get the reads to produce the revenue. This would all become an integrated solution that would work through the meter that would talk every hour to the tower and send a read. Any alarm or diagnostic information would become a management tool, not just a meter reading process. Kamstrup developed the software so there would not be any concern about a change between the meter manufacturer and the software because they would always be Kamstrup and always be EJP.

Mr. McComas showed Council an example of the residential Kamstrup water meter which looked different than the standard water meters which were brass and bigger. The Kamstrup meter was an ultrasonic meter with a few key features. It was not the old mechanical meters that used 100s of years old technology that would wear out over time. The old meters mechanically moved a dial to measure the water use. The new solid state meters were like upgrading the City's cash register to receive revenue. The new meters did not have moving parts that physically wore out and lost accuracy, therefore they would maintain accuracy and not lose low flow revenue. After 5 years the mechanical meters were 95% accurate; the solid state meters would maintain new meter accuracy for 20 years. Kamstrup built in acoustic leak detection into the meter that would give the Water Department the ability to hear leaks not only on the service line but also the distribution mains. Forty six percent of all water loss occurred from leaks in the mains and the service lines. This system would give the Water Department consistent, proactive ears on the distribution line and the system and give an alert as soon as it happened and localize the leak so it could be pinpointed and repaired. Leaks beyond the meter still provided revenue because the water had gone through the meter, but being able to alert the customer that they had a leak on their side of the meter would improve customer service because it could prevent them from having a high water bill at the end of the quarter. This was the only system that was actually going to measure more water on the low flow side because of the solid state and detect where leaks occur inside of the system.

No one would have to go out to read meters any longer. Every three hours the meters would transmit to the collector antennas on the water tank for commercial and residential meters. The Water Department clerks would be able to get a reading at any time from the information on their desk if a final read, etc. was needed and no one would have to go out to read the meter. Any time some of the condition alarms (reverse flow, leak detection, continuous flow, burst pipe, etc.) were noted, they would transmit that instantaneously and send an alert via SMS (email, text, or accessed through a report the next day) or however the system was configured for Streetsboro's desires. Mr. McComas explained some examples of leaks that may be detected and levels of alarms so the staff can get a quick alert to initiate an investigation and make repairs. The quarterly meter reads for the billing could be done by the Clerks in minutes instead of sending staff out for a day or two, so the operational cost to the City would be reduced.

Mrs. Field asked if the residents would have the choice to choose a smart meter over a mechanical meter. She felt the smart meter seemed a little invasive with the Water Department able to know exactly what was happening with the water in each home. Bill Miller said this was to alert the staff to leaks to check a home to prevent the \$500 water bills that go to the Water Billing Adjustment Board each quarter for some relief for an unknown leak; this would stop that. The City was not watching the homes; it was just triggered if there was high usage so the staff could check in with the homeowner to look for any anomalies so it wasn't just wasted water. Mr. Ring emphasized that this was all just data; the meters were not recording sound or video, just observing the sound of water through the pipes. Mr. McComas said the same data actually existed in the currently available mechanical meters now too; the same hourly consumption was recorded digitally and could be downloaded. He said the smart meters weren't any smarter or less intelligent than the register on a mechanical meter, it just measured it better, measured it for longer, and was guaranteed for longer, and could actually give the staff an immediate indication when things go wrong at a house (burst pipe). Bill Miller confirmed the City could go out and data-log a home's water usage today; the new meters would allow the Clerks to do it from their desks.

Mayor Broska said every quarter the Water Billing Adjustment Board had requests from customers for reductions to their water bill because they had an undetected leak. Some of these bills were \$500-\$600 or more because a flapper valve in a seldom used toilet didn't close, or an outside faucet was not turned off all the way, etc. The customers were responsible for the water that went through their meter, so he felt the customers would appreciate being alerted to a problem. Some landlords paid the water for their tenants, so the tenants did not care if there was a drip or a leak, but the landlords will appreciate being informed of an issue that needed investigated. He said this was probably one of the least invasive things the City could possibly do. Mr. Ring said the City already could be aware of leaks, but with the new system it could know quicker.

Mr. McComas said it would become a management tool and a communication tool. The only difference in the data was with the acoustic leak detection, which the City did not currently have. The City would be able to hear actual leaks that were creating a revenue loss in the distribution system, and be able to make repairs and capture the water. Alerts regarding leaks on the customer side of the meter could prevent significant issues like a huge water bill, or a flooded basement, especially for snow birds that aren't even in the home for months at a time.

Mrs. Field asked about the cost of meters. Bill Miller said the new meters would cost a new home \$366 + fittings, which was comparable with the current meters because each current meter also needed a radio transmitter to be sold with it; the new meters had everything in one unit. The existing customers would not be charged for the change out of replacement meters, just newly constructed homes or new customers. The cost for this whole project would be \$3.322 million with contingency, at no cost to the residents. The cost would be paid out of the 503- Water Reserve Fund.

Ms. Glenn wondered if the City would be bombarded with leak alerts when the new system was installed from all the old existing leaks. Mr. McComas said there was a fair uptick at the beginning (first 4-6 months) because the City would be able to hear things it had not heard before. The City would need to determine how to address this information. He said there would be more leaks existing now than there would be existing this time next year because they would be heard and addressed. Bill Miller said they were prepared to address leaks when this new system was installed and found the leaks; he said it would help the water loss issue. Mr. McComas said after a while the existing leaks will have been found and addressed and then it would be just maintenance as the acoustic system would be continually listening for issues.

Mr. Ring said the proposed system was warranted for 20 years, so that indicated that they would all be at end of life and would all need replaced in 20 years. He wondered how it was done in the past. Bill Miller told him all the residential meters were replaced about 18 years ago and the bigger meters were probably about 25 years ago. Currently the Water Department replaced individual meters as they go bad. Mr. Ring just wanted everyone to realize that this major project/expense would need to be planned for again in 20 years.

Mr. McComas said Streetsboro could do a slow change over to the new technology by changing out 25% of the meters over the next four years, but then the City would still be losing revenue with all the water loss not captured until all the meters were changed out so most cities opt to do full change outs as they convert to the new technologies.

Mr. Ring asked the Finance Director about the funding for this water meter replacement project and how any potential waterline projects might be affected. Matt Miller said after the AECOM study the City understood it really needed to do waterlines for Apache Pass, Cherokee Trail, Shawnee Trail, etc., and the water rates had been increased to do that, plus the City would need to move about \$200,000 from the 501- Water Operating Fund to 503- Water Reserve Fund to cover those replacement waterlines that were to be done in 2024 and 2025 along with the water meter replacement project.

Mrs. Field commented that for years there had been significant water projects (new waterlines, replacement waterlines, looping the waterlines to increase the quality of the water) that needed to happen, so she hesitated to use this much money from the Water Fund. Mr. Ring noted that \$8 million of water projects had been discussed, so the water rates were increased to cover the 20-year bond payment for the \$8 million of water projects that hasn't occurred yet. Mrs. Field felt that if the existing water meters were working, maybe they didn't need replaced. Matt Miller understood the concern, but if the meter project was done now, half of it would be paid by ARPA

money and really only cost the City half price. The ARPA money was federal funds, that if not spent, had to be returned to the U.S. Treasury; and it could be spent on water projects. Mr. Ring said the ARPA funds were earmarked by Council as part of the waterline projects, not water meters, so he did not support that change. Matt Miller said, regarding the water meters, was that if the City didn't get the existing system right, then every new waterline added to the system would just continue the bad system and the City would continue to lose revenue. The water loss was at 20%; it should be closer to 8%. Bill Miller said the new water meters were more accurate so the billing to the customers would be more accurate and capture more revenue and the leak detection would help stop leaks before the customers' meters and reduce lost revenue. It was projected that with the new water meters the revenue would increase by 4% to 11%, so at only 4% the City would make \$2.9 million through 2042. Mr. Ring observed that it would take 20 years to recover the \$3 million of ARPA money and then do the needed waterlines. Bill Miller noted that the waterlines in the Apache Pass area were already on the schedule for 2024 and would not be delayed, but Mr. Ring felt all the other waterline projects were just kicked to the curb, when Council had already approved the ARPA money, and raised the citizens' water rates, for them.

Matt Miller said he had been doing analyses and treated the Water Department like a business because it charged out and it kept all its costs internal. He said the budgeted revenue minus the cost of water paid to Portage County, there was 45% left. He said this year's budget was about \$3.8 million and it was budgeted to spend over \$2 million for Portage County, so the remaining 45% had to cover salaries, overhead, and Capital. He didn't have enough money in Capital to save up money in the 503- Fund; the revenue needed to be fixed in order to put more money in the 503- Fund. He saw this as one step back, fifteen steps forward. He was trying to do more waterlines, but the horizon would have to increase. He said the City was not really capturing the cost of the water without the new water meters and it was like giving discounted water to the customers. He added that he was very glad City Council had passed the 3.5% water rate increase, but everything cost more these days (piping, inflation, water loss) and that lost revenue was gone and could not be recovered, so the City needed to fix the existing system or it would not be able to do many waterlines at all over the next 15-20 years. The administration was trying get more accurate revenue, but also save on costs by finding and fixing leaks.

Mr. Ring wanted to know the benefit of more accurate revenue and the potential savings by finding and fixing leaks. Matt Miller thought the revenue might increase by about \$2 million over 20 years (4% to 11%), but he did not know the cost savings on the operational side from large losses and large repairs. The City would be able to shift into a proactive mode instead of reactive.

Mrs. Field felt the City would still have the repair costs (fixes would always be needed), but quality of water was important and a high priority. Matt Miller said one of the main topics of discussion had been, "what waterlines could be done?" He said the five-year plan was very conservative because they wanted to make sure they had enough money based on the AECOM water study to do all the critical work that needed to be done. Mr. Ring was concerned that those critical water projects would get done in the next couple of years, but then everything would be on hold for a few years until the Water Department saved up enough money to do other projects because all the money in the Water Fund and ARPA would have been drained to get the new water meters and do a couple critical water projects. He said the water rate was raised 3.5%, but only for five years,

and then no additional increases and the City would run out of that extra revenue shortly. Matt Miller said what they hoped to do was actually capture accurate revenue and they planned to do the commercial accounts first because they were probably the greatest beneficiaries of the inaccurate old meters. He added that as the department's operation costs keep climbing, if it didn't acquire higher rates or better revenue capturing devices, the fund would eventually go negative. Bill Miller emphasized that the existing meters were old and were not working as efficiently as they should be and they would definitely need replaced at some point. Mr. Ring understood they would need replaced, but he wasn't sure they all needed replaced at the same time and maybe could be replaced over time. He didn't think it was wise to spend everything available on this and drain the account. Matt Miller explained that the 501- Water Operating Fund had about \$3.2 million and a billing of a little over \$1 million had just gone out to be collected this month and next month. The 503- Water Reserve Fund had about \$2.5 million. The entire amount of the ARPA money needed expended out of the 503- account, and then 503- would be reimbursed from the ARPA fund, whether it was for meters or waterlines or any project. He said he could get better projections of where the 501- fund would end up at the end of the year for future waterlines.

Mrs. Field said she would prefer to use the ARPA funds for the things that were absolutely needed in the City, not a complete overhaul. With the way things were going, she thought the City might just wait until the federal government forced the City to get the smart meters and then the Feds would pay for it. Bill Miller did not think the federal government would pay for it, but Mrs. Field said the government provided grants for all sorts of things. Bill Miller said if Streetsboro did not get the new meters installed the City would continue to lose money. The project was estimated at \$1.5 million and there was \$1.7 million in ARPA money that would be reimbursed back into the 503- fund. The critical waterlines were already scheduled to start the repairs. He said after a year of the new meters the Water Department would keep evaluating them and moving in the right direction to fix the water system, but the City needed to start somewhere; it can't keep throwing money away.

Mr. Ring wanted to know how much the City was losing. He wanted to know if it was worth the expenditure of this amount of capital to reduce the loss (how much loss?) when it would take funding away from other projects that needed to be done. Matt Miller mentioned that the City could potentially run 10 miles of waterlines and only have 12 people that may want to tap in; and that was a really important element to consider, so he suggested a survey to see who might be interested. There were other advantages of running waterlines, such as looping and connecting to the park lands in town to build them up. He said it really came down to "do we want to keep losing revenue on the existing infrastructure or do we want to put in new waterlines where the ROI from the people that do tap in would take quite a bit of time." Mr. Ring asked when the ARPA fund needed to be expended. Matt Miller thought it was 12-31-2024. Mr. Ring still wanted to see the actual amount of losses and how much extra revenue the new water meters would bring in.

Ms. Glenn clarified that the City was losing about 20% from water that was not billed for because it was leaking before the meters. And it was said the revenue would increase 4% to 11% after the new meters were installed. It was clarified that the revenue would actually increase and the City would save money on the water that was not being lost. Mr. Ring summarized, that would mean the City would be up 20% from the water not lost and up 4% to 11% for the more accurate meters

that would catch all the water flowing through them and bill appropriately, so that would be a substantial amount, but he really wanted to see the numbers. Matt Miller said the staff had been calling around to other communities that had installed these smart meters to learn what was the difference in their revenue and they had found 4% to 11% increase.

Bill Miller confirmed for Ms. Wagner that the existing residential water meters were about 15-20 years old and the life expectancy for them was 20 years maximum; the commercial water meters were older at 25-30 years old. If they were all replaced, they would be good for the next 20 years. Ms. Wagner felt the meters obviously needed to be replaced based on age and if the City waited a few years there would be more failures and the costs would only go up. Currently failing meters were replaced as needed, but the system as a whole would not ever get changed out if the City stayed with this method. Mr. Ring commented that there were a few newer developments with newer meters that would get changed out if the City did the overhaul changeout.

Mr. Czekaj commented, based on what he had seen in his career, that he felt the City should do the overall changeout to find the leaks early and fix them before they became a bigger problem. With mechanical meters, sometimes they don't work at all and not give any capture on the water at all. He said there had been a lot of work done to make sure that this changeout was the right way to go. He reminded everyone that the Frost Road watermain had already been done, and they were planning on the next waterline project. The AECOM water study mentioned replacement waterlines and extensions of waterlines, not just replacement of problematic lines. Mr. Czekaj said he'd been working for two year to get funding to do some waterline projects. The City actually received word today that the City would receive \$1.5 million for waterline extensions. He didn't know the terms yet or how quickly the money needed to be spent. So, the City still planned to do some waterline replacements in the Arrowhead development, but he hoped this new funding would help alleviate some of the concerns. He wanted to get more grant money to do the waterlines instead of paying for them out of Capital Improvements. Mr. Ring said the news of the \$1.5 million grant specifically for waterlines made him feel better.

Mr. Lombardo thanked everyone for putting this information together, but he wanted to know, if the City were to do the water meter changeout, how long would it take to get the rest of the waterlines completed. He agreed the new meters were needed, but he wondered how long it would take to get the projects done so he could explain any delays to the waterline projects to his constituents. Mr. Czekaj said he could work on that timeline. There was only Arrowhead development and another project area to do. He said he would not be concerned about the water meter projects now that the \$1.5 million grant was awarded because he thought all the expected projects could be done within 10 years, especially by applying for other grant money. He said this was something the administration would plan for; they did intend to get it all done. The Arrowhead development project was budgeted for 2024/2025. Matt Miller said the administration was using the AECOM water study and following the recommendations and had done Frost and were planning Arrowhead. They had worked hard to get all the costs together. This was not just a five year project; it was a 20 year project to get everything done in the entire City to get new waterlines for new customers and to take care of issues for the existing customers that had very old waterlines that had paid into the system for a long time.

Mrs. Field said the water meter replacements was on the agenda tonight for first reading, but she was not prepared to send this item forward. She wanted to see what the plan was for the waterlines and the needed water projects, and the costs involved with or without grant money. She also wanted to see how much money (in dollars, not percentages) the City was losing because the existing meters were not as accurate as they could be. Mr. Ring noted that Council understood there would always be some kind of water loss, but he also wanted to know the amount lost currently and what the City could anticipate to gain back with the installation of these new meters. Mrs. Field appreciated the presentation tonight and she also appreciated that it was an American company with an American product.

Mr. Hannan asked how long the installation might take to get the full system up and running, if this water meter replacement project were to be approved. He was told that Kamstrup was not constrained by the supply chain issues other businesses were dealing with, so the lead time was about 12 weeks to get the network up and installation started. Then it would take 9 months to a year to get 100% fully deployed, integrated, parallel billed, and tested depending on how many installers would be used. Mr. McComas explained the process for installation inside the residents' homes including an online website for communication and scheduling the change outs. Each home would take about 12-20 minutes for the change out and activation of the new meter to communicate to the radio tower. Mr. Hannan wondered if there might be any connectivity issues with the receiver on the water tower. Mr. McComas explained that Kamstrup used a primary license, which meant the FCC gave them a frequency that only they could communicate on and no one else would be on their radio frequency.

Mr. McComas added that the ROI was estimated at 4% to 11%; that was just the revenue from moving from mechanical to solid state meters. To calculate the cost on return on the system was a very involved process because one would have to consider the money currently spent on repairs and leaks. He said the system today was the best it would be (at about 20% water loss) because tomorrow it would get a little worse and the next day a little more worse, so the amount of money being lost now would only grow because systems do not fix themselves. The leaks would only get bigger over time and become more prevalent and the cost of materials and labor would go up. The other cost was the operational expense where the staff had to spend a day or maybe two to go out to read the meters and then generate the water bills. There was the benefit of leak detection but there was also the automated management tool that would start to change the City's business practices, so those costs needed considered as well. Mr. McComas confirmed all these smart meters used radio frequencies; some other smart meters used cellular options.

Ms. Glenn asked how the water bills would be generated with the new smart meters. Mr. McComas said they would be generated by the City like usual. The City's billing software, that was switched in October 2022, was now compatible with the smart meters.

Mrs. Field asked what could be done if a few people really did not want this new meter in their home. Mr. McComas said it would be a City decision to determine if people could opt out. He said it wouldn't affect how the system worked, it would just create a potential hole that would need to be dealt with in another manner or it could become a potential revenue loss. Bill Miller did not recommend allowing opt out; it would require duplicate efforts to read the meter or it would be

more water loss. There was already a radio read meter in the homes now. The new meters would allow for better accuracy, longer warranty, and acoustic leak detection but for the residents it was still the same exact principle of transmission and data collection.

Council thanked Mr. McComas for attending tonight and taking questions and providing answers for so long. Mr. Ring said he wanted to see some waterline plans and numbers before he would be comfortable voting on this. He was willing to move it forward to first reading and then get the information before the third reading, which could be extended or removed depending how Council felt about the issue.

Matt Miller clarified that although he had distributed a five-year plan, Council also wanted to see how much money was being lost due to water loss and the dollar amount for the 4% to 11% range that the City could potentially gain back in revenue, and a longer than five-year plan. Mr. Ring understood the financial reports would not be absolutely accurate, but he wanted good projections. He said he knew new water meters were needed at some point, but he wanted to determine if it was worth spending the available balance now and doing all the meters at once, or doing it piecemeal over time and spend the available balance other places and waterlines that were needed. Or was it already balanced and there was already a plan that satisfied what Council promised the residents when the water rates were raised, and satisfied the need for water meters. It was good to know that the City was getting another \$1.5 million in grants specifically for water projects. He wanted to see all that together to be comfortable making a decision and a vote. Matt Miller said they could gather that information for Council.

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

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

T-7456 Authorize Specs and Quotes for Cleaning of City Buildings

Mrs. Procop said this was a request to go out for RFQs for cleaning the City buildings. The last time it was done was 2016 and it was a three-year contract, then a couple extensions were done, and the pandemic hit, but now it was time to go get quotes again.

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

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

T-7457 Renew Contract w/Online Solutions/Citizenserve

Mayor Broska said this was another \$2,100 to have another read only user license on Citizenserve for the Mayor to see what was on Citizenserve, and this license would be all-encompassing. Citizenserve was used for the Building and Planning and Zoning permits. The City currently had 7 licenses that were paid for annually.

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

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

T-7454 Amend 2023 Annual Appropriations [#8]

Matt Miller said this was budget adjustment #8. Part of this was for moving money around for an increase for Shalersville (JEDD), but the net effect was \$0. This also included money for the vehicle purchases for the Police Department and the accounting for the water meter replacement program. Money would be moved from the 221- Local Fiscal Recovery (ARPA) Fund to the 503- Water Reserve Fund in preparation for the project. Mr. Ring clarified that whether the 221- Fund money was used for water meters or waterlines it would have to go into the 503- Fund; this was just for accounting purposes to show where the federal ARPA money went. Because this was federal money, a separate ordinance would be needed when the expenditure was decided.

Mrs. Field suggested that the notation by the Finance Director on the Exhibit indicating the money was to be spent on the water meter replacement project be removed since that was not certain at this time.

MOTION: TO AMEND THE EXHIBIT TO REMOVE THE “FOR THE WATER METER PROJECT” FROM BOTH PAGE 1 AND PAGE 2 COMMENT(S).

Moved by Mrs. Field, 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 Ms. Wagner. Upon voice vote, **motion carried.**

The executive session was moved to be after Citizens’ Comments.

Citizens’ Comments

Lisa McDaniel, 383 Ravenna Road, wanted to comment on the water meter situation. She did not have City water at her home, but she encouraged City Council to provide an opt-out option for residents that may not want these new water meters in their home. She felt these were similar to the electric meters that were installed on homes that had an opt-out. She said there were very few people that would opt-out, but they should have a choice in the matter.

Executive Session

MOTION: TO RECESS INTO EXECUTIVE SESSION TO CONSIDER EMPLOYMENT, HIRING, COMPENSATION AND EMPLOYEE DISCIPLINE.

Moved by Mrs. Field, seconded by Mr. Lombardo. Upon roll call vote, **motion carried 6-0 and the meeting recessed at 8:54 p.m.**

MOTION: TO RECONVENE FROM EXECUTIVE SESSION.

Moved by Mr. Hannan, seconded by Mr. Lombardo. Upon voice vote, **motion carried and the**

meeting reconvened at 9:11 p.m.

MOTION: TO ADD T-7459 AN ORDINANCE AUTHORIZING A SECOND AMENDMENT TO THE 2023 PAY ORDINANCE FOR THE POSITIONS OF CHIEF MECHANIC AND ADMINISTRATIVE ASSISTANT TO THE SERVICE DIRECTOR TO TONIGHT'S FINANCE COMMITTEE AGENDA.

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

T-7459 Authorizing a Second Amendment to the 2023 Pay Ordinance

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

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

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 Mrs. Field, seconded by Ms. Glenn, this meeting adjourned at 9:12 p.m.

ATTEST:

Caroline L. Kremer, Clerk of Council

Justin Ring, Chairman