The Finance committee meeting was called to order at 6:01 PM – Melody Bobbitt, Tom Stoughton and Holly Miller-Downour were all present including all other voting members of council and members of the administration.

**Resolution 15-20**
**Finance – Downour (Bobbitt)**
A resolution authorizing the Law Director’s office to apply for the Violence Against Women Act (VAWA) grant. Law Director Ullom indicated that this is an annual grant requiring re-application each year.

Mrs. Downour indicated that this is an annual piece and asked if there were any questions and there were none.

**___3___ Readings**
**Resolution 16-20**
**Finance – Downour (Stoughton)**
A resolution authorizing the disposition of city property, no longer needed, via live or internet auction for 2020. Superintendent Hintz indicated that LDoT manages the annual city auction allowing for the disposition of city property.

Superintendent Hintz came to the podium to explain that this is an annual event and this past year was the largest one they had with an intake of $178K on everything they sold. Moving forward with this year, it will be the 3rd Saturday in July and emails will be coming out soon with details. Mrs. Downour asked if there were questions and there were none.

**___3___ Readings**
**Resolution 17-20**
**Finance – Downour (Bobbitt)**
A resolution to allow the City Auditor to request an advance of funds from Fairfield County of the City’s apportionment of tax settlements for 2020. Auditor Nettles indicated that this is an annual resolution allowing the city to receive its property tax settlements sooner from the county.
Mrs. Downour asked if there were any questions and there were none.

**___2___ Readings**
**Resolution 18-20 and Resolution 19-20**
**H2O/WPC – James (Tener-18 and Hall-19)**
Resolutions authorizing the SSD to advertise for bids and enter into contracts for purchasing phosphate and salt for use by the Water Department. Superintendent Nixon indicated that these are annual purchase resolutions to procure phosphate and salt for water plant operations.
Mrs. Downour asked if there were any questions and there were none.

**___3___ Readings**
**Resolution 20-20**
**H2O/WPC – James (Tener)**
Resolution to a complete fund transfers into the Wastewater Fund 604 and Wastewater Utility Reserve Fund 629.

Superintendent Nixon indicated that bond covenants require that the City maintain certain cash balances in these funds to ensure compliance with bond covenants - if the year works out well - this will be money we have been building up for the improvements - have as little debt as we can.

Mrs. Downour asked if there were any questions and there were none.

**___3___ Readings**
Resolution 21-20
Safety – Bobbitt (2nd)
A resolution authorizing LPD to apply for the 2020-21 Drug Use Prevention Grant.
Chief Pillar indicated that this was a required resolution by Council to apply for the annual Drug Use Prevention grant. It runs between $15-$20,000 per year to provide the DARE program.
Mrs. Bobbitt indicated that she would be asking for suspension tonight.
Mrs. Downour asked if there were any questions and there were none.

1. Readings
Resolution 22-20
Public Works – Schoonover (Downour)
A resolution authorizing the SSD to enter into an agreement with ODoT to purchase sodium chloride (rock salt) for the 2019-2020 winter season.

LDoT Superintendent Hintz indicated that the annual contract with ODoT is nearing the required due date to purchase from the state contract.

Superintendent Hintz said consumption is down right now - salt barn is full - would like it to start snowing - leaves a balance of 1400 ton that he has no room for - We are hoping to put everything in the barn - Mrs.Bobbitt - how is this years price - Hintz - went up over $3/ton - last year it was up around $27/ton - $83.29 per ton this year - most we have ever paid. - Mrs. Tener – how are you handling storage – Hintz - has made calls to see if he can find room - Township barns - worst case we will need to pay to store some of it. – Mr. Hall asked what our annual consumption was – Hintz - 2300 ton is our consumption.

3. Readings
Resolution 24-20
Finance – Downour (Stoughton)
A resolution appropriating from the General Fund 101 in the amount of $20,000 for improvements to the space in City Hall leased by Congressman Stivers.

SSD Martin indicated that Congressman Stivers and staff have requested security improvements for their leased office which has been approved by the United States government. The current rent will be increased to collect the cost of the improvements over the remainder of 2020. Paul Martin – Congressman Stivers has requested improvements for security - we will be reimbursed - rent will go up per month and the reimbursement will be completed at the end of the year - have done this before - made the adjustment into the rent - take bid and divide by the number of months left in the year. Mr. Martin asked if we could suspend tonight so that the work could proceed.

1. Readings
Resolution 25-20
H2O/WPC – James (Hall)
Resolution authorizing the SSD to advertise for bids for the Broad/Mulberry Sewer Separation project.

Stormwater Manager Crews indicated the as a part of the Long-Term Control Plan, the city would like to separate three catch basins connected to a combined sewer and connect to the storm sewer system. Mr. Wellstead indicated we will advertise for bids - 3 catch basins tied into the combined sewer - paving Broad later - will get these fixed - sewer separation - advertise the last Friday in February

3. Readings
Resolution 26-20
Finance – Downour (Stoughton)
A resolution appropriating from the General Fund 101 in the amount of $10,000 for the Grant Writer’s First Quarter Fee.

Mayor Scheffler indicated this is a wage/hour requirement. We have discovered that this money gets put back into the budget so we can pay her for the first quarter – When she takes over her new role will be under salary - ms. Bobbitt asked if she was doing two jobs -Mayor Scheffler indicated that yes that would be the case. Ms. Tener - the CBDG is paid out of that – Mayor Scheffler – yes this is separate. The Mayor asked if we could suspend on this tonight so that the Grant Writer could be paid.
**Readings**

**Ordinance 2-20**

Public Works – Schoonover (Downour)

An ordinance to amend the Transit pay ordinance for 2020.

Transit Manager Woody indicated that this amendment is for a second lead operator. Through the transition from Ride Right to the City, it has been discovered that we need a second lead operator who would be able to help cover the lunch break for our pm dispatcher, be a back-up pm dispatcher, help do “ride alongs”, road observations and safety checks for the later routes, and help expand our capacity to train new drivers throughout the early evening.

Ms. Woody - Transitioned under the city - overlooked that we are open from 6-10 - planned for every position except the Lead Operator - she has been covering lunch breaks - need a second lead operator - take the part-time position and move it to a full-time - will fit in the existing budget - would not need to re-appropriate - Ms. Bobbitt - what we authorized in the budget will not be affected – Ms. Woody confirmed - Ms. Tener- did we lose anyone - Ms. Woody - yes we did loose a couple people - Ride Right did things differently - the person we hired for the Sat. Dispatching didn’t want to work Saturdays and they didn’t want to drive - they quit - lost 2 drivers to COTA because they could get on full-time at $15/hour - 2 just completed training and we are making progress. Need a 2nd lead operator. Mr. Schoonover asked that we suspend on the ordinance tonight.

**Other Discussion Items:**

1. **Departmental Updates:**
   - Dept. Updates - Ms. Woody - in the next couple meetings there will be annual legislation - Ohio Loves Transit - on Valentine’s Day - Free - Loop Buses - Invites will be sent out via email
   - Mr. Martin - 121 E. Chestnut Street - Roof is leaking - needs to be replaced - legislation will be coming - $180-$185K - evaluating the quality of roof - needs to be done in April or May - having issues right now - insulation is saturated - 2nd roof is damaged - buckets on desks at time - Mr. Stoughton indicated it is the first time we have heard of it – Mr. Martin - we have been making repairs previously - $575K in the capital improvement fund - $50K of rent also goes into that - Mrs. Bobbitt - is that a flat roof – Mr. Martin - yes slopes from S to N - 2 Air conditioners - Steel/Metal base - 2 layers of roof on top - Mr. James - is that a rubber roof – Mr. Martin - yes currently it is right now - 15 to 30 year is about a $40K difference - would rather go for the 30 year -
   - RockMill Corporate Park - more work at the Magna Site - last project with the bridge should be started - once the weather breaks all of the surfaces will be done

2. **President Uhl – Tonight’s meeting prep:**
   - TR 23-20 – Resolution approving and authoring the execution of an agreement and bylaws of the Ohio Risk Transit Pool– Public Works = Schoonover/James
     - Mr. Schoonover - We are a voting member - add an additional alternate voting member - if Ms. Woody or Mr. Martin are not available - we need an alternate - this is to add - Ms. Carter who works at Transit can attend if these two cannot
   - TO 1-20 – Ordinance to vacate a portion of Lowell Drive and all of Emerson Boulevard in the Colonial Heights Addition – Economic Development = McDaniel/Downour
     - First reading tonight and then traveled - Mitch Noland - all utility departments - have inadequate easements that need to be corrected - the developer needs to do this - letter from Mr. Mahalski - rezoning will be at the planning commission on 2/13 - they are changing it from Residential to RM2 with a _____ overlay -
requesting that the vacation be held up until this is completed. There are stipulations in the legislation - Planning Commission easements were covered in the minutes -

- Rezoning is not a requirement for the Vacation - Mr. Ullom
  - Mr. Uhl - made note of the legislation 32-19 will need to be placed on the table tonight - after the 3rd reading
  - In our last meeting regarding TimberTop property we would not be taking this up for vote consideration until February - due to a timing error - the voting will be pushed out until the 2nd Meeting of March

3. Other items for Finance

Motion to Adjourn – Bobbitt
2nd – Stoughton
Meeting adjourned at 6:37 PM
Respectfully submitted:

Holly Miller-Downour

(If needed)
At __:__ PM a motion was made to convene to an executive session to discuss ________________________________.

I make a motion for Finance Committee to convene to Executive Session to discuss pending litigation pursuant to Ohio Revised Code Section 121.22(G)(3).

The executive Session should include all elected officials, and ________________________________.

Invitees to the Executive Session are: All Elected City officials, and the Service-Safety Director.

<table>
<thead>
<tr>
<th>Mayor Scheffler</th>
<th>SSD Martin</th>
<th>Auditor Nettles</th>
<th>Treasurer Wolfinger</th>
<th>Law Director Ullom</th>
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</thead>
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Motion – Bobbitt – Y or N
2nd – Stoughton– Y or N
Other – Downour – Y or N

At __:__ PM a motion was made to return to the regular order of business
Motion – Bobbitt – Y or N
2nd – Stoughton– Y or N
Other – Downour – Y or N