Personnel, Budget and Finance Committee Agenda
July 11, 2022

City Hall Conference Room
20 S. Walnut Street
London, Ohio

Call to Order

Approval of Minutes – June 6, 2022 & June 21,2022

Auditor's Update

- June books are closed
- Overall – Revenue $ 1,437,150.44
  Expenses $ 1,159,641.83

Old Business

- Salary Lines (payouts)

New Business

- Cobra Donation Money – Police/Fire
- Trash hauling bid
- Paving Sheffield & Oxley
- Storm Sewer Project (South Side)
- Body Cams

Department Head Updates

Schedule August Meeting

London City Council Finance Committee Meeting July 11, 2022

Attending: Chairman Josh Peters, Councilmen John Stahl & Greg Eades, London City Auditor Kenna Combs, London City Treasurer Sue Mosier, London Tax Director Amy Marsh, Safety Service Director Rex Castle, City Council President Henry Comer, Police Chief Glenn Nicol, Utilities Director Carol Benedict, Water Superintendent TJ Rice, BOPU Member Steve Scaggs, Tommy Boyd, Michael Norman.

The meeting was called to order by Chairman Peters.

The Minutes from June 6th and June 21st were reviewed, and Amy Marsh's name was corrected. The minutes were approved 3-0 with the correction.

Auditors Update: Kenna Combs reported that the June books were closed. The overall revenue for the month was $1,437,150.44, The overall expenses for the month were $1,159,641.83. The 2022 ARP payment of $541,000 was pending as of today, and $400,000 has already been approved to be placed in the London Fire account. Kenna noted that for the year the City is under the projected amounts in expenses, and the revenues are up. She will come to Finance in the next few meetings to make adjustments to the salary lines that have been previously discussed. She has no other concerns at this time.

New Business: The Cobra Club has made a donation to both the London Fire Department and London Police in the amount of $6,000. This needs to be accepted and the money placed in the donation lines of each department.

Josh Peters moved to take to Council. John Stahl seconded. Motion passed 3-0. Josh and Henry Comer to co-sponsor legislation.

Trash Hauling Bid: Steve Scaggs advised that this contract comes up to bid every 3 years. He is asking that this go to Council as soon as possible to start the bidding process.

Josh Peters motion to take to Council. Second by John Stahl. Motion passed 3-0 Josh Peters to sponsor, and will have the emergency clause.

Paving Sheffield & Oxley roads: Street Superintendent Bill Long advises that the project is expected to cost $64,000, and they are asking to split this into 2 resolutions of $32,000 each. This will eliminate the need to have a bidding process.

Josh Peters motion to take to Council. Greg Eades seconded. Greg Eades will sponsor, and it will have an emergency clause due to concerns about rising costs of asphalt. Motion passed 3-0

Storm Sewer Project (South side): Superintendent Long advised that Choice One engineering has completed their assessment and presented three options. After reviewing the options the City has decided on the best option and it will cost 2.5 million. The City will apply for a $500,000 CDBG grant. There may also be funds available from the OPWC fund, after the County

Mayors meet to decide how to distribute the funds. SSD Castle shared that the OPWC fund can either be used as a Grant, or a low interest Loan. He also advised that this should be a great benefit for the City. SSD Castle and Superintendent Long have discussed using the Storm Water Fund to pay for the loan to complete the work, and feel that it can be used for this. They would like this to go to Council to start the bidding process.

Josh Peters moved to take it to Council, John Stahl seconded. Josh Peters will sponsor. Motion passed 3-0.

Body Cams: Chief Nicol shared that 4 of the 10 body cams are currently out of service, and due to the age of the cameras the cannot be repaired as parts are not available. He contacted the current camera provider, Watch Guard, and they can replace all of the cameras. It will cost $20,000 a year for 5 years to replace all of the cameras. There is currently a grant available that reimburses the City for 75% of the money spent this year, so if they spend $19,000, then $13,000 will be reimbursed. Auditor Combs advised the $20,000 needs to be appropriated for this year, but she can include it in the budget for the PD for the next 4 years.

Josh Peters moved to take it to Council, John Stahl seconded. Passed 3-0.

Department Head updates: Tax Director Amy Marsh stated that for the month of June the General Fund collected $380,428.54 which is a 5.56% increase over 2021. The Fire Fund collected $188,342.67 which is a 12.24% increase over 2021. For the year the General Fund is up $378,269.44 which is a 13.33% increase over 2021, and the Fire Fund is up $314,762.86, which is a 22.71% increase over 2021.

City Treasurer Sue Mosier stated the Department seems to be doing fine, and working well with the Auditor. The new software runs well. Councilman Eades asked about the duties of her office. She explained that she works as a check for the Auditor in verifying the funds.

Water Superintendent TJ Rice shared that the BOPU is asking to be allowed to spend up to $50,000 for well drilling for the E High plant. They are moving on from Underhill drilling, and would like to contract a Commercial Well driller to complete the project. They did not need to ask before because the amount was under their spending limit. Auditor Combs advises that there is $197,000 unencumbered in the Water Capacity fund, so money does not need to be appropriated, the BOPU just need to be able to use what they have.

Josh Peters moved to take it to Council. John Stahl seconded. There will be an emergency clause. Motion passed 3-0. Henry Comer to sponsor.

Street Superintendent Bill Long: Nothing else at this time.

Police Chief Glenn Nicol: He was told to wait until July to discuss getting a new cruiser. The department has been on a schedule of replacing a cruiser a year. He believes that $55,000 will be enough to purchase a cruiser and have it upfitted with the equipment. His second request is to purchase new Tasers. They have 20 units and they are now 7 years old. There are 4 units

that are not working properly. He would like to replace the units at a cost of $11,000. For future consideration, he would like to replace the handguns that the officers carry, and the leather. He would expect that to cost 35-40K.

Josh Peters moved to take both items to Council. John Stahl Seconded. Both will have the Emergency clause. Passed 3-0. Greg Eades to Sponsor.

Safety Service Director Rex Castle has 4 items: **1. He would like to put it out to bid to install Solar Powered lighted Pedestrian Crossing signs**. After checking on prices, it appears that the equipment will cost $184,000 using the State bid prices for the equipment, and there is currently approximately $300,000 left in the fund that was used to install new Traffic signals. He is asking that the resolution specify up to $150,000. He is basing this price on what it cost to install the Traffic lights. After discussion, it was determined that a price does not have to be specified, and we can see what comes back before making a decision. It will take another resolution to move forward after the bids are received.

Greg Eades moved to take it to Council, John Stahl seconded. Since we would like to start the process as soon as we can, the Emergency Clause will be included. Passed 3-0.

2**. Amending the list of salaried positions to include the Assistant Recreation Director's position**. The position is currently salaried, but it is not noted on our list as such. Rex is asking that the pay range be set at $38,000 to $58,000. When Adam Smith was hired his salary was agreed upon at $50,000. Kenna Combs advised she would like this to be taken care of soon to clean up their records, and she suggested the Emergency clause be added.

Josh Peters moved to take it to Council. John Stahl seconded. The emergency clause will be included. Josh Peters to sponsor. Motion passed 3-0

3. **Increasing the hours for the Code enforcement Officer**, that is contracted through the West Jefferson building & zoning department. This has been previously discussed at Council meetings. Tom Hale, the Chief Building official has notified the City that to increase from 10 hours a week to 20 hours a week will cost an additional $23,000 a year, so to change this hours this year, it will cost an additional $11,500. Rex recommended this be passed as an emergency.

Josh Peters moved to take it to Council, Greg Eades seconded. The emergency clause will be included. Henry Comer to sponsor. Motion passed 3-0

4. **Security system at the City Building and Police Department**. Rex advised that the system has malfunctioned recently and locked employees and others in the rooms they were at. He would like to replace the equipment on the doors and all of the additional equipment of the system. The new system would be a cloud based system, and have a local component. The new system would be expandable and have a multi platform. It has been 4-5 years since it was installed.

John Stahl moved to take it to Council, Josh Peters seconded. Josh Peters will sponsor. Motion passed 3-0.

The next Finance meeting will be August 8th at 6PM. Meeting adjourned at 731PM.

Respectfully submitted,

Greg Eades