Personnel, Budget & Finance Committee Agenda

Monday February 10, 2020
6:00 P.M.
City Hall Conference Room

1. Call to Order

2. Approval of Minutes
   January, 06 2020

3. Auditor's Update

4. Old Business

5. New Business
   Fireworks
   Capital Budget

6. Department Head Updates

7. Schedule March Meeting

~~Personnel, Budget & Finance Committee~~

February 10, 2020
City Hall Conference Room

Minutes

Committee members present: Chairperson, Brenda Russell and Carla Blazier
City representatives present: Safety Service Director, Joseph Mosier; Treasurer, Sue Mosier; Police Chief, Glenn Nicol; Sanitation Superintendent, Les Geyman; Water Superintendent, TJ Rice; Waste Water Superintendent, Dan Leavitt; Auditor, Lora Long; Street Superintendent, Bill Long; City Council President, Henry Comer and Executive Assistant, Amy Rees

The meeting was called to order at 6:00pm.

The minutes of the January 6, 2020 meeting were approved as written.

AUDITOR'S UPDATE

- Still finalizing 2019 reports, therefore no 2020 reports were presented. Mrs. Long has met with representatives from the State Auditor's office and Plattenburg, Inc. & Associates to help balance 2019 finances.
- Still correcting payroll and issues.

OLD BUSINESS

Rich Hays and Brenda Russell will be working on the city ordinances regarding dog ownership.

NEW BUSINESS

- The London, Ohio Patriotic Celebration is no longer organizing the 4th of July fireworks display. The City has been tasked with either finding another organization to do it or have the city fund the cost. Mayor Closser requested the city fund the event, for approximately $10,000, and asked that the Law Director to research the city's code regarding this possibility. If it is found that the city can fund the fireworks display, Mrs. Russell will sponsor the legislation for City Council consideration.
- The Sanitation, Street, Water, Waste Water and Police Departments submitted their capital budget requests. (See attachments.)

DEPARTMENT HEAD UPDATE

Superintendent Long, Street Department
Took the possession on the mini-excavator. Training will begin tomorrow.

Chief Nicol, LPD
Will be filling a part-time dispatcher position and will be testing to create a list for a future full-time position.

Director Mosier, SSD

- Discussed the discrepancy of sick leave payouts of non-union and union union employees. Mrs. Blazier moved to adjust the sick leave payouts for non-union employees to mirror union employees. Mrs. Russell seconded the motion and it passed unanimously. Mrs. Russell will sponsor the legislation for City Council consideration.

The next Personnel, Budget & Finance Committee meeting will take place on March 9 at 6:00pm in the City Hall conference room.

The meeting adjourned at 7:07pm.

Brenda Russell 3/9/20
Brenda Russell, Chairman

Respectfully submitted by Amy Rees

LONDON POLICE DIVISION

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TO: London City Council Finance Committee

CC: SSD Joseph Mosier

FM: Ch. Glenn Nicol

DATE: January 16, 2020

REF: 2020 Capital Budget Proposal

The following $87,000 is requested as capital expenditures for the fiscal year 2020 for the London Police:

<u>One 2020 Ford Utility Police Cruiser, related equipment and upfitting:</u> $51,000

The department has the need to replace an aging patrol cruiser, a 2013 Dodge Charger, with approximately 107,300 miles. This is the oldest and highest mileage cruiser that should be replaced this year. The amount requested includes the cost of non-transferable equipment and the upfitting costs.

<u>A Needs Assessment Study for the London Police infrastructure:</u> $9,000

The department has experienced operational difficulties with the current facilities and desires to explore the feasibility of improved facilities to enhance our operations and efficiencies. A comprehensive study is sought to project services, personnel, inter and intra relationship developments, as well as existing building feasibility and area organization requirements. This study is used as a stand alone phase of a future building project, encompassing site evaluation, preliminary cost estimating, priorities and phasing strategies.

<u>Technology Equipment Upgrades and Improvements:</u> $27,000

Part of our current technology equipment in the office has outlived its use and an upgrade is required for five cpu's that are operating on outdated and unsupported systems. These computers are expected to cost $5,000 to be replaced by our IT service provider. The additional funding sought is to upgrade radio, camera, and related technological equipment used by the department.

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I have $72,000 in my budget set aside for a used truck. I need to have that increased to $130,000. The BPU Board has already approved that and it has already gone through Council to spent up to $130,000. We just need to get the remaining $58,000 appropriated.

The only other thing that needs to be addressed is the truck garage. It is in desperate need of repair. Although we don't have the funds to do the repairs right now, it is something that we need to keep in mind. The last quote I received to do the needed repairs was under $50,000.

City of London Water Department

2020 Finance Plans

1. New vehicles. Current fleet of the department is in rough shape. I would like to see a fleet of service vehicles such as transits or utility style vehicles. These types of vehicles would be useful for the guys in the field so they could have shelving inside so they can have tools and parts while at a job. Instead of having to run back to the shop for parts. Currently I have found some online for around $24,000 but estimate closer to $30,000. (for upgraded safety lighting and shelving)
    a. Currently one F-150 has floorboard that has holes in it. Along with that it doesn't run well, has no heat or a/c.
    b. Navigator has high mileage and runs rough.
    c. Other F-150 has high mileage and runs rough.
2. Metering system upgrades. New meters are already in the works for anything new. But I would like to replace older meters. Currently ordering meters so we can begin changing sections of town with upgraded system. Approximately $400.00 each. We have around 3500 meters at this rate.
3. Hydrant replacements. Currently in our water system we have a number of older hydrants that don't have valves on them. Also, these older hydrants tend to be harder to operate. I would like to begin replacing these hydrants with new hydrants with valves on them. Approximately $4000.00 each.
4. Filter media will need to be replaced. Life expectancy is 10 years and was up in 2019. Last figures for media replacement was $56,000.00.