Personnel, Budget and Finance Committee Agenda
April 11, 2022

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

Call to Order

Approval of Minutes – March 7, 2022

Auditor's Update

- March books are closed
- Overall – Revenue $ 2,692,275.53
  Expenses $ 1,468,686.35

Old Business

New Business

- Cellular Meter Billing
- Cameras and Electric for Merri Mac
- Police Dept
- Fire Dept Resignations/Payouts

Department Head Updates

Schedule May Meeting

Personnel, Budget & Finance Committee
20 S. Walnut Street
April 11, 2022

Minutes

Committee members present: John Stahl and Greg Eades
Committee members present
City representatives present: Mayor, Patrick Closser; Safety Service Director, Rex Castle; Auditor, Kenna Combs; Tax Director, Amy Marsh; Treasurer, Sue Mosier, Police Chief, Glenn Nicol, Street Superintendent, Bill Long; Utilities Director, Carol Benedict; City Council President, Henry Comer, City Councilman, Rich Hays and Executive Assistant, Amy Rees

The meeting was called to order at 4:30pm

The minutes of the March 7, 2022 meeting were approved as written

AUDITOR'S UPDATE

- The March, 2022 financial books are closed. March revenues - $2,692,275.53 and expenses - $1,468,686.35
  - Revenues and expenses are as expected for the first quarter of the year
- Received the first half of the settlement from the county in March

OLD BUSINESS – none presented

NEW BUSINESS

Cellular Meter Billing

- Mrs. Benedict requested that an additional fee of $.89 be added to the utility bills as the new meters are installed. This is the fee that the city is charged for the cellular service at each meter and it is being passed on to the resident. Pending Council approval, information about the additional charge will be displayed on the next utility bill and included in the next city newsletter.
- Mr. Stahl moved to add an additional fee of $.89 to utility bills as the meters are installed. Mr. Eades seconded the motion and it passed. Councilman Anthony Smith will be asked to sponsor the legislation for City Council consideration.

Cameras and Electric for Merri Mac Park

- Mayor Closser informed the committee that cameras and electric are needed at Merri Mac Park for the safety and protection of individuals and the new playground equipment that will soon be installed. The cost for the project is approximately $22,000 and can be paid for with money in the Parks and Playground Fund. The Service Committee has discussed this and will bring legislation for City Council consideration.

Police Department

- Chief Nicol is requesting $55,000 from the Capital Fund to purchase a new police cruiser. Although the Finance Committee agreed that this was a needed purchase, Mr. Castle requested they postpone their decision until he researches how much money will be left over from purchase and installation of the traffic signals and if it can be used for other purposes.
- Chief Nicol requested that the strength ordinance for his department be temporarily increased by one person so that he can begin the hiring process in order to replace an individual that will soon be retiring.
  - The Finance Committee recommended this request be reviewed by the Public Safety Committee
- Chief Nicol informed the committee that the Captain's pay scale did not get increased when all other positions throughout the city did. Although he does not have plans to fill the position soon, he asked that the pay scale be updated to the appropriate amount. He suggested that Captain's pay rage be $90,000 - $95,000.
  - The Finance Committee recommended this request be reviewed by the Public Safety Committee

- Chief Nicol informed the committee of several upcoming grants:
    - A grant through the Ohio Criminal Justice Services for an advocate to serve victims of violent crimes. The grant will fund the full-time position for two years. No matching funds are needed.
    - A Violence Against Women grant through the Ohio Criminal Justice Services to strengthen services to victims of domestic violence and dating violence. A 25% funding match is necessary.
    - A Justice Assistance Grant that for critical funding for a range of programs supporting law enforcement. A 25% funding match is necessary.

  The Finance Committee recommended these items be reviewed by the Public Safety Committee

Fire Department Resignations

Mrs. Combs informed the committee of the recent and upcoming resignations of two firefighters and the retirement of another. These individuals will get pay-outs that will affect the budget and future action by Council will be needed

DEPARTMENT HEAD UPDATES

Safety Service Director, Rex Castle

- Mr. Castle will research the traffic signal cost to learn if leftover funds could be used for capital projects. Once this is determined, capital budget decisions can be made. Capital budget items to consider:
    - $55,000 for a police cruiser
    - Approximately $125,00 to pave Oxley Drive and Sheffield Boulevard. The city must pave it because the company that was to put the final layer of asphalt on the streets has declared bankruptcy.
    - Street department fleet update
    - Street paving and storm sewers
- Due to ongoing issues with the phone system, the city is changing the phone provider from Spectrum to ComNet

Tax Director, Amy Marsh

- General Fund revenues of $357,853.42 and $176,604.42 Fire/EMS fund revenues were collected in March. General Fund revenues are down 7% for the month of March and up 7% for the year. The Fire/EMS fund is up 11% for the month of March and 7% for the year

Street superintendent, Bill Long

- Mr. Long has researched three different storm sewer cameras and has decided on the one he would like to purchase. The cost will be approximately $105,000.

The next Personnel, Budget & Finance Committee meeting will take place on May 9, 2022 at 6:00pm at City Hall.

The meeting adjourned at 5:53pm.

Josh Peters, Chairman

Respectfully submitted by Amy Rees

LONDON POLICE DIVISION

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TO: London City Council Finance Committee
Auditor K. Combs

FM: Chief Glenn Nicol

DATE: 4-6-22

REF: Capital & Strength Ord. Requests

A) Capital Budget Item - LPD is requesting to purchase one marked cruiser and related upfitting this year. The deadline to order the cruiser on the state bid has passed, but there is a possibility that a dealer will order additional cruisers in anticipation of future requisitions. If funds are encumbered, and no vehicles are found, we would be in position to order one if bids open in late fall. There has been a significant delay in production of the cruisers. Total amount requested is $55,000.

B) Strength Ordinance - LPD is requesting a temporary increase in our allotment of sworn officer positions. Currently our limit is 20 authorized officers and we would like to increase it by one position for the remainder of the year 2022. We currently have one opening, and are anticipating the retirement of one position this year. We are anticipating sending one new hire to a basic academy in June. The academy is a six month process before the officer is available to start his FTO period. With the increase in the strength ordinance, we could be recruiting and possibly get another applicant started in the process before having to wait until the official retirement creates the open position later in the year. We are experiencing great difficulty in finding qualified officers, as is the current norm across the region. Part of the need to actively recruit and select is based on the competitive nature in the current market. Our budget should be able to absorb the additional hire, as we will have been working without a position for six months of the year.

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