FINANCE COMMITTEE MEETING
MARCH 11, 2024

In attendance:
Greg Eades
Shannon Treynor
Kenna Combs
Amy Marsh
Landon McKenzie
Michael Norman
Rex Castle (late)

Call to Order: 5:33 p.m.

Approval of Minutes from Feb. 5, 2024 - small corrections regarding name spelling Michael Norman / Landon McKenzie otherwise approved

Auditor's Update

February books are closed
Overall Month To Date Revenue $1,750,008.92 / Expenses $1,212,600.59
Overall Year to Date Revenue $3,393,452.80 / Expenses $2,437,491.80

Goals for Feb. 16.66 percent
Overall for whole city 17.44
No concerns at this time. Revenues are above expenses, where they need to be. Comparison to last year, numbers are fine, nothing standing out.

BPU / capable of paying their own bills with transfer to MidOhio?
Some differences include cash flow transfers.
Kenny Blvd fund is expended, transferred to fund that pays the loan.

Department Head Updates

Police Department - Glen Nichols email request to appropriate left over donated funds.
Fire Department concentrating on levy
Street Department - BIll has assessed streets, looking for outside professional to do the grading instead. An estimate of pricing was $2 to $3k… he should have sufficient funds in this budget to cover it. Bill Long not in attendance, went home not feeling well today.
Amy Marsh - Tax Department. February general fund, down 10.32 percent for the year. Down 10.86 for the month for fire fund as well. Stil have at least one reading left on tax software. Discrepancy is likely due to mail delays, withholding submissions.

Parks & Rec : youth volleyball registration up from last year. Adult softball registration starting at MerriMac Park. One field is ready, the other still needs work. Not a ton of work. Dugouts are ongoing project, will put up screen in the meantime.

Old Business

Pickleball Courts - original proposed location was deemed most suitable. Existing asphalt would need to be removed. Three other sites were considered. None had bathroom facilities. Also no wifi in the other areas. Cameras at the park are already installed, other facilities would need additional funds to bring up to par.

Councilman Eades questioned the need for 3 courts vs 2 courts. Unable to answer this question. If leagues or tournaments are likely in the future, the more the better. Going down to 2 courts would result in more room around courts. Rex - 2 courts were always busy, some people would get turned away. Communities that put in 3 end up putting in more. The cost difference between 2 courts vs 3 courts was not significant. No quorum whether or not council Treynor abstains. Question remains as to funding? Budget would be depleted if all funding came from Park and Rec. Should something come up for other areas then would have insufficient funding.

Streets / Road Work - Rex gave go ahead to Bill Long for quotes on professional services. Need council to review the projects; would like to see whether or not it goes through finance first. There are many potholes that need to be filled. Suggest perhaps an emergency clause to allow immediate effect after 3rd reading.

ADP HR Services - Demo scheduled for ADP/ HR services - would create task lists for employees, what paperwork required, can upload license, expiration dates, reminders, etc re: expiration dates. Send out surveyors or updated policies can be acknowledge electronically. Has a lot to offer for personel management. $3.95 per paid employee cost, per month. Approximately $6067 annually. Some cost would be offset by loss of water / sewer employees being transferred to MidOhio. Auditor budget probably has existing room for it. Will increase productivity. The current system is a lack of a system. Will help streamline process. Does not need to go to council, and does not need finance committee approval, just Kenna keeping everybody in the loop. If something comes up after implementation will so advise.

New Business

TIRC - Tax Incentive Review Committee. The committee met on March 1, 2024. This is an annual report, making sure each participating business is living up to expectations. Nissan report expired? Per Amanda at the county offices, the correct expiration date is through the end of 2024. Stanley Electric, 2007 term of exemption implementation was for 15 years would have expired at the end of 2022. Why read 2025 or 2033? Stanley does have two different programs? Spreadsheet does not have expiration dates listed. Could be a typo from Jennifer? Possible explanation regarding delay of commencement of various projects… then offering to

pay regular taxes on unimproved property. Paul Gross has requested and utilized this delay in the past. Kenna to get clarification from Jennifer Hitt when back from vacation. Will come for second reading next council meeting.

Re-Appropriate Unspent 2023 Donation Money - Police Department - Glenn emailed a request for reappropriating $10,374.03. Greg moved, SMT 2nd, motion passed. Greg to sponsor. No emergency necessary.

Mid-Ohio Transfer of Funds - Kenna requesting increase appropriations in the amount of $6,293,581.80; met with MidOhio last week, agreed verbally to transfer all but $500,000 from existing water / sewer revenues (funds from 652, 660) until finalized. $1million total. Will allow for enough appropriations to comply with contract terms by Dec 31, 2024. There is not a clear way to ford this stream. Have loans that are upcoming that have not transferred. Transference of the loans / capital / revenue needs a hearing and court action to finalize. Are waiting court action. Kenna needs the appropriations in order to comply with her auditor requirements as well. Insurance will transfer to MidOhio April 1, 2024. SMT motion, Greg 2nd. Motion passed. SMT to sponsor. MidOhio has collected $500k plus water/sewer revenue; have taken on responsibility of paying employees but needs funding. Have a OWPA bill coming due in May 15 that will be over a million dollars, the debt will be in the name of MidOhio once the court order is processed. No emergency clause.

BPU Board - discussions will be only over sanitary in the future. Talk of dissolving the board will have to come about with legislation. Updating codified, etc, will need to occur. Salaries are currently paid out of the water fund, 652.

Sanitation Department Updates - Rex indicates that in the past the department has paid $70k to the water dept for assistance in bill collection, picking up tickets, etc. Breakdown for doing this on our own separating from MidOhio for sanitation… billing software $15,628 annually. Printing costs will be $10,385 annually. To pay postage $20,007. To mimic what they have now with a cloud portal would include annual $11,282. Also utilize a special kind of scanner for applying and depositing to statement $4800 annually. $62,104 annually. Annually cost of a part time employee $82,104 combined (adding $20k for employee). Expenses have been exceeding revenues for the past few years. Are running $300k short on paper, although does not typically expend all that is in budget.

Moving to quarterly billing would save $10,261 annually. Had a meeting with MIdOhio, reached an agreement that they would continue to leave trash, storm water and enter in extra trash pick and dumping tickets if London paid half software costs. Approximately $31,052 annually. Would agree to review quarterly if costs are excessive. The $70k typically paid was not paid 2024. The $82k would be a very low estimate.

The sanitation trucks will be paid off next year, so budget should rebound quickly. The 3% increase for sanitization only just kicked in, so revenues have not been seen yet. Question regarding deficit for 2022 to compare? Greg questioned whether privatizing would make sense.

Rex sought out quotes from numerous other third parties, only one replied. That response was I can do it for less, but required the City to continue to do the billing. Pros and cons of privatizing sanitation, would essentially replace one headache with another. The consensus was by the article writer was that if you already provide the service, then keeping the service isn't that bad of a deal. Greg spoke with former councilman Anthony Smith, had a difficulty to even secure bids. Goal ultimately is for sanitation to break even. MidOhio Took a lot of backlash from Plain City, split into two buildings, and moved to quarters to increase the amount of the billing. Learning by that experience, London could benefit by not going that path. MidOHio will not incur that much more expense by incorporating 5 lines, the exception being entering the tickets. 2022 sanitation spent $16k more than he made. Pretty much break even.

Merri Mac - Storage Building - Landon, Parks and REc looking to purchase a storage building. Quote $13,575, will need electric, fencing, security. Requesting appropriate of the $28,554.06 from insurance claim to be appropriated. Will need to appropriate from general, miscellaneous to Parks / Rec, will need to list out the specific purposes for which the funds can be used. Does not have any storage facility at MerriMac. Are currently using a storage bay at sanitation. Equipment is scattered all over the city at the present. Most of the current equipment will fit inside this storage facility. The plan is during the winter to get the Gator up hear with the plow, etc. Pull behind sprayer, infield groomer, Gator during the summer months. Question from Michael about camera feed being a live feed, and would be criminals simply circumventing the camera. Yes, would be live direct to the police station. There would be two levels of security, 8 foot tall locked fence. The building would also be locked, camera would be live feed even if not monitored 24/7. The location would be adjacent to sanitation so there would be people about at least during some parts of the day. Need a motion to increase appropriations as requested. Greg moved, SMT 2nd. Motion passed 2-0. Greg to sponsor. No emergency clause.

Rex - additional item regarding Comprehensive Plan. Working with engineers is a little different… put out an RFQ (Request for Qualifications) not a bid. The quotes previously emailed were not up to the RFQ, just a questionnaire. An independent reviewer would analyze the various qualifications, and whomever has the best qualifications would receive the bid. MORPC was contacted, they directed Rex to an internship program, a professional was preferred. All that needs to be paid for now is the advertisement. Independent reviewer? Used Madison County Engineer for the MidOhio plan. Had to do an RFQ for the sludge press, Richard Duncan and Rex reviewed those. There was one that requested looking at zoning codes? Codes have changed across Ohio with the influx of this building. In 2013 the plan was largely composed of correspondence attempting to get people to serve on a committee.

The RFQ does not include any cost component, just qualifications. Sign up for whatever the bill might be. Some of the predications from the 2008 comprehensive plan were true to form. There was a supposition that there would have been more industry. Rex asking for council, Greg moved, SMT 2nd, motion passed 2-0 Greg will sponsor. Emergency necessary? No need for delay, since the project will take 6 months at the outset.

Schedule April Meeting - regularly scheduled meeting falls on Eclipse Day. Many communities are preplanning. Next regular finance meeting rescheduled for April 15, 2024, at 5:30 p.m.

Meeting Adjourned at 7:32.