

Finance Committee Minutes

Honorable Council
City of Newark, Ohio
October 22, 2019

The Finance Committee met in Council Chambers on Monday October 21, 2019 with these members in attendance:

Doug Marmie
Sean Fennell for Jeremy Blake
Ryan Bubb
Bill Cost Jr.
Mark Fraizer

We Wish to Report:

1. **Resolution No. 19-75** appropriating an disappropriating monies for the current expenses of the municipal corporation was considered. – Expedite

Section 1. There is hereby an appropriation of the unappropriated balance of the 153 Compensated Abs Fund, in the amount of \$31,150.00 (Payout to John Reed)

Account	Description	Amount
153.302.5143	Termination Sick	\$12,000.00
153.302.5144	Termination Vacation	12,500.00
153.302.5145	Termination Comp	7,000.00

Director Rhodes- we have a long time employee retiring in the Street/Traffic Department.

Motion by Mr. Bubb to send to full Council, second by Mr. Fraizer

Motion passed by a vote of 5-0.

Section 2. There is hereby a disappropriation of the appropriated balance of the 100 General Fund, in the amount of \$34,400.00 (North Street Park)

Account	Description	Amount
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100.432.5314	Recreational Supplies	\$34,400.00
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Barbara Gilkes- this funding request was for the purchase of playground equipment at North Street Park we asked the Auditor to prompt the OPT funds and you passed that but we were able to get out CDBG funds in before the vendor submitted his invoice so we are asking that it be returned to OPT.

Motion by Mr. Fraizer to send to full Council, second by Mr. Bubb

Motion passed by a vote of 5-0.

Section 3. There is hereby an appropriation of the unappropriated balance of the 100 General Fund, in the amount of \$34,400.00 (North Street Park-CDBG Funds used)

Account	Description	Amount
100.111.5901152	OPT	\$34,400.00

Motion by Mr. Fraizer to send to full Council, second by Mr. Bubb

Mr. Fraizer- I just want to thank you for all of the work that you have done on this and following up with everybody. You did a great job.

Barbara Gilkes- thank you Mark, I have an update. The cupola will be put on tomorrow and the rest of the metal on the roof the Street Department should be coming in this week to do the paving and Parks will put in the bench and the two trash cans that were there before. Then straw and seed it then it should be done.

Rochelle Bolen Smith- I also wanted to say thank you this project having the local proxies is such an important sense of community. Are we also working on maintaining these projects because I also noticed that some of the other parks do need some updating?

Barbara Gilkes- the Service Department maintains the parks and whenever we do have an opportunity for a grant we do try that. North Street Park is a collaboration with the Division of Parks, Dave Rhodes, Department of Development and as far as the maintenance goes that comes under the Service Department. They do the best that they can and one thing that people don't realize is Park's has a very tiny staff. They are constantly running around the city trying to clean things up. That is a valid concern; once they are fixed up you do want to maintain them.

Motion passed by a vote of 5-0.

Section 4. There is hereby an appropriation of the unappropriated balance of the 233 STEP & IDEP Grant Fund, in the amount of \$6,310.00 (Grants from Ohio Dept of Public Safety)

Account	Description	Amount
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233.133.5118	STEP OT	\$2,749.00
233.135.5118	IDEP OT	3,561.00

Barbara Gilkes- this is our first installment for our new Traffic Grant which follow the Federal schedule. We've got overtime enforcement this month for Halloween and we will be doing enforcement over Thanksgiving holidays and the Christmas holiday so we have to have our funding in place so we can pay the overtime.

Motion by Mr. Bubb to send to full Council, second by Mr. Fraizer

Motion passed by a vote of 5-0.

Section 5. There is hereby an appropriation of the unappropriated balance of the 929 Intra/Inter Gov Fund, in the amount of \$42,000.00 (Refunds need to be issued)

Account	Description	Amount
929.132.5623	JEDZ1 Tax Returns	\$42,000.00

Barb Jobes- this appropriation is for additional JEDZ1 tax refunds that we are currently holding that have to be issued this year.

Motion by Mr. Bubb to send to full Council, second by Mr. Fraizer

Mr. Fraizer- was there a time line associated with this?

Barb Jobes- we have 90 days.

Motion passed by a vote of 5-0

Section 6. There is hereby an appropriation of the unappropriated balance of the Intra/Inter Gov Fund, in the amount of \$96,269.69 (Income Tax Distribution-3rd Quarter)

Account	Description	Amount
931.136.5289	JEDZ2 Distribution	\$96,269.69

Barb Jobes- this is from the 3rd quarter distribution of the JEDZ2

Motion by Mr. Fraizer to send to full Council, second by Mr. Cost

Motion passed by a vote of 5-0

Section 7. There is hereby a disappropriation of the appropriated balance of the 100 General Fund, in the amount of \$18,000.00 (Additional funds needed in operating

accounts for Postage & Software)

Account	Description	Amount
100.131.5118	Overtime	\$18,000.00

Barb Jobes- we would like to take money out of our overtime account and place it in our postage and computer accounts since the State is requiring some of our notices be sent certified mail. We are migrating to Windows 10 for our tax software install but our machines are too old to run it. We need 16 new Thin Clients to be able to run it. The current ones are nine years old which is ancient in computers.

Motion by Mr. Fraizer to send to full Council, second by Mr. Bubb

Mr. Fraizer- given the time of year do you feel confident that you don't need this money in the overtime budget?

Barba Jobes- it still leaves enough in our overtime budget and this time of year we have more people off then overtime.

Motion passed by a vote of 5-0

Section 8. There is hereby an appropriation of the unappropriated balance of the Intra/Inter Gov Fund, in the amount of \$18,000.00 (Additional Postage for Certified Mailing, New Proprietary Tax Software)

Account	Description	Amount
100.131.5290	Postage	\$8,000.00
100.131.5536	Computer Software/Hardware	10,000.00

Motion by Mr. Fraizer to send to full Council, second by Mr. Bubb

Mr. Fraizer- is there a possibility that you might need more in postage?

Barb Jobes- that is all the wiggle room that I have left in my budget.

Motion passed by a vote of 5-0

Section 9. There is hereby an appropriation of the unappropriated balance of the 100 General Fund, in the amount of \$100,000.00 (Pending Refunds need to be issued)

Account	Description	Amount
100.131.5623	Tax Refunds	\$100,000.00

Barb Jobes- Newark is in the same position as the JEDZ we are currently holding \$52,000.00 worth of refunds that have to be issued by the end of the year but we will be paying interest on them. Hopefully the \$100,000.00 once we take out the 52 will be enough for the ones coming in now with the Federal extensions are done.

Motion by Mr. Fraizer to send to full Council, second by Mr. Cost
Motion passed by a vote of 5-0

2. **Resolution No. 19-76** authorizing and directing the Mayor of the City of Newark to prepare and submit applications to the Ohio Department of Public Safety for fiscal year 2019 Edward Byrne Justice Assistance Grant (jag-le) funding was considered.

Barbara Gilkes- on behalf of the Division of Police we are going to submit an application to see if we can try to reduce overdoses. The Police Department recently started taking a counselor with them on overtime and they found that the last time that they went out that they were able to get 8 or 9 people into rehab. The idea for this new application is to get State assistance to implement that next year.

Motion by Mr. Fraizer to send to full Council, second by Mr. Bubb
Mr. Fraizer- what is the grant cycle on this?

Barbara Gilkes- this is an odd one, it runs from March to September of next year it is a 6 month grant.

Mr. Marmie- is there any matching?

Barbara Gilkes- yes, there will be between 10-25%

Mrs. Smith- what kind of rehab is offered?

Barbara Gilkes- it depends on what the counselor offers them I think that they give them a list of options but that is something that the counselor would deal with depending on the situation. I doubt they give just one option.

Mr. Smith- what is the total amount of the grant?

Barbara Gilkes- you can ask for no more than \$20,000.00 and what we use it for is overtime.

Motion passed by a vote of 5-0.

3. **Resolution No. 19-77** appropriating monies for the current expenses of the municipal corporation was considered.

Section 1. There is hereby an appropriation of the unappropriated balance of the 100 General Fund, in the amount of \$7,127.00 (Refund for Overpymt of Medic Unit)

Account	Description	Amount
100.204.5532	Vehicles	\$7,127.00

Director Baum- this is to be put back into the vehicle account, there was an extra radio that came with the medic that the Fire Chief determined he didn't need two radios so he wanted to send the radio back and get a refund.

Motion by Mr. Fraizer to send to full Council, second by Mr. Cost

Motion passed by a vote of 5-0.

Section 2. There is hereby an appropriation of the unappropriated balance of the 100 General Fund, in the amount of \$35,000.00 (% of billing amount raised)

Account	Description	Amount
100.115.5238	EMS Billing/MedBill	\$35,000.00

Director Baum- this is for the billing company that collects for EMS squad runs. We renegotiated their contract during the middle of the year which is not something that we plan to make a habit of but we ran out of money to pay them for the year and this will get us through the end of the year.

Motion by Mr. Frazier to send to full Council, second by Mr. Bubb

Mr. Fraizer- how does the process work?

Director Baum- they get paid per call/per run, they haven't had a raise in 8 years since we contracted them. They have done a good job for us and we felt that when they asked they were deserving of an increase. I believe that the cost went up \$5.00 per run which brought us in the ballpark of the other 10 plus agencies that use this company.

Mr. Marmie- what was the effective date of that?

Director Baum- I would have to look at the contract. I think May or June.

Mr. Marmie- maybe also an increase in runs or collections?

Director Baum- increased collections and that they get more per run which got us to October but didn't get us the rest of the way through the year. The \$35,000.00 is prior to in December all the money went into one pot and the Auditor's office paid the bills so that they could do the budget. As of now you are paying your own bills through the end of the year. I will guarantee this will get us through the end of the year.

Mr. Marmie- and we will just be able to budget the difference next year.

Director Baum- correct

Mr. Fraizer- how long is the contract good for?

Director Baum- you'd have to ask Dave since he signs all contracts but I believe that it is 3 years.

Mr. Fennell- what is the cost per run?

Director Baum- \$21.00 to us for them

Motion passed by a vote of 5-0.

Doug Marmie, Chair