

## Finance Committee Minutes

Honorable Council  
City of Newark, Ohio  
January 15, 2013

Finance Committee met in Council Chambers after the Capital Improvements Committee on January 14, 2013 with these members in attendance:

Ryan Bubb- Co Chair, sub Chair for Doug Marmie  
Bill Cost Jr. Duke Frost  
Carol Floyd Rhonda Loomis

We wish to report:

1. Consider Resolution No. 13-01 authorizing and directing the Mayor of the City of Newark to submit an application to the Ohio Department of Public Safety for an award of fiscal year 2013-2014 funding under the Ohio EMS training and equipment grant program.

**Barbara Gilkes-** stated that this is a reimbursement grant that helps the Fire Department purchase EMS supplies.

Motion by Mrs. Floyd to send to full Council, second by Mr. Frost  
Motion was carried by a 5-0 vote.

2. Resolution No. 13-08 authorizing and directing the Mayor of the City of Newark to apply for financial support from the State of Ohio 2013 Recreational Trails Program was then discussed.

**Barbara Gilkes-** she stated that this RTP grant is an 80-20 match. The City can receive 80%, which is not to exceed \$150,000; and would be responsible for the 20% match. This will be discussed tomorrow at the Newark Parks and Recreation Citizen Advisory Committee meeting in Council Chambers at noon.

The Cemetery Parks and Recreation Department is looking at purchasing equipment through this grant. This is one of the few grants where by capital purchases can be made. She stated that this is the first time that they will be applying for this grant through the Ohio Department of Natural Resources.

An extension between Manning St and the Hollander Pool is also going to be discussed.

**Mr. Bubb-** asked if any of our match could potentially be labor.

**Barbara Gilkes-** responded yes it can be. She also stated that Street Department and the Engineer's office will be contributing. Therefore the cash match will be less.

**Lesa Best-** asked what RTP stands for and if it is the Cemetery division that will be using the grant funds.

**Barbara Gilkes-** Recreational Trails Program. She clarified that it would be the Parks and Recreation division.

Motion by Mrs. Floyd to send to full Council, second by Mr. Frost  
Motion was carried by a 5-0 vote.

**Barbara Gilkes-** asked that the second reading rule be waived because the grant is due 2.1.13.

**Mr. Bubb-** noted it on the activity form.

3. Resolution No. 13-02 to appropriate monies for the current expenses of the Municipal Corporation was reviewed.

a) There is hereby appropriated from the unappropriated balance of the 672, Moull St Storm Sewer Fund, the amount of \$510,000.00

Account	Description	Amount
672.706.5527	Storm Sewer Lines	\$510,000.00

b) There is hereby appropriated from the unappropriated balance of the 665, CSO/Sewer ProjectsFund, the amount of \$27,000.00. (Moull St Professional Services)

Account	Description	Amount
665.753.5231	Professional Services	\$27,000.00

**Roger Loomis-** stated that this project is for storm sewer lines at Moull St and King Ave. The funds are coming from a bond that they took out last year, they are asking for that money to be appropriated.

The professional services are for the design construction management of the 1030 project.

**David Greene-** inquired about the determination of who gets the contract.

**Roger Loomis-** explained it is a bid process and that it is advertised.

Motion by Mrs. Floyd to send to full Council, second by Mr. Frost  
Motion was carried by a vote of 5-0.

4. Resolution No. 13-03 to appropriate monies for the current expenses of the Municipal Corporation was reviewed.

- a) There is hereby appropriated from the unappropriated balance of the 153, Compensated Absences Fund, in the amount of \$20,217.15 (Retirement of David Baughman & Resignation of Michael Mason)-NFD

Account	Description	Amount
153.205.5143	Termination Pay Sick	\$ 2,668.62
153.205.5144	Termination Pay Vacation	\$ 17,226.53
153.205.5145	Termination Pay Comp	\$ 322.00

**Director Spurgeon-** stated that the Fire Department had one employee retire and one resign and they are asking for the payout to be an emergency.

**Mr. Frost-** asked if the resignation was something they anticipated.

**Director Spurgeon-** stated that the employee joined a different department.

- b) There is hereby appropriated from the unappropriated balance of the 153 Compensated Absences Fund, in the amount of \$12,830.00. (Retirement of Kathy Stewart- Engineer's Office)

Account	Description	Amount
153.122.5143	Termination Pay Sick	\$2,700.00
153.122.5144	Termination Pay Vacation	\$9,800.00
153.122.5145	Termination Pay Comp	\$ 330.00

**Brian Morehead-** stated that the secretary Kathy Stewart officially retired on December 31<sup>st</sup>. These are the payout amounts.

- c) There is hereby appropriated from the unappropriated balance of the 621 Water Dept Fund, in the amount of \$35,441.18 (Retirements of Jim Shaw & Jody Kidd)

Account	Description	Amount
621.708.5143	Termination Pay Sick Leave	\$ 4,170.99
621.708.5144	Termination Pay Vacation	\$ 20,870.19
621.709.5143	Termination Pay Sick Leave	\$ 5,200.00
621.709.5144	Termination Pay Vacation	\$ 5,200.00

**Roger Loomis-** stated that both employees were long term employees. Jim Shaw was the Water Distribution Supervisor and Jody Kidd retired from the Water Plant.

Motion by Cost to send the above payouts (a, b & c) to full Council, second by Mr. Frost Motion was carried by a 5-0 vote.

- d) There is hereby appropriated from the unappropriated balance of the 228 Income Tax Fund, in the amount of \$229,474.27 (Carryover Income Tax 2012)

Account	Description	Amount
228.131.5901001	OPT GF	\$229,474.27

- e) There is hereby appropriated from the unappropriated balance of the 100 General Fund, in the amount of \$34,421.14

Account	Description	Amount
100.111.5901335	OPT CI	\$ 34,421.14

**Stephen Johnson**- explained that this is the legislation to move the \$34,421.14 that was discussed earlier in Capital Improvements; along with General Fund portion of \$229,474.27. He also explained the reason that this is an emergency is because it changes our resources and it has to be certified to the County as quick as possible.

Motion by Mrs. Floyd to send the carry over amounts in d & e to full Council  
Motion was carried by a 5-0 vote.

- f) There is hereby appropriated from the unappropriated balance of the 623 Water Pressure Zone Project Fund, in the amount of \$250,000.00 (Howell-Harlech waterline project)

Account	Description	Amount
623.706.5521	Water Lines	\$250,000.00

**Roger Loomis**- stated the funds are from a bond; this is a request for the money to be appropriated.

Motion by Mrs. Loomis to send to full Council, second by Mr. Frost  
Motion carried by a 5-0 vote.

- g) There is hereby appropriated from the unappropriated balance of the 665 CSO Sewer Project Fund, in the amount of \$1,182,090.00 (Channel-Postal Project)- Appropriation for loan

Account	Description	Amount
665.754.5000104	Channel/Postal	\$1,182,090.00

**Roger Loomis**- stated that this is a memo appropriation to cover the loan and grant that was received by the Ohio Works Commission to do the project on Channel and Postal. It is for a new sewer, water, and storm water line.

Motion by Mrs. Floyd to send to full Council, second by Mr. Cost  
Motion was carried by a 5-0 vote.

- h) There is hereby appropriated from the unappropriated balance of the General Fund, in the amount of \$2,140.50 (First certificate updated- Reduce P & F real estate estimate)

Account	Description	Amount
100.202.5121	Police Pension	\$2,140.50

- i) There is hereby disappropriated from the appropriated balance of the P&F Pension Fund, in the amount of \$2,140.50.

Account	Description	Amount
250.202.5121	Police Pension	\$2,140.50

- j) There is hereby appropriated from the unappropriated balance of the General Fund, in the amount of \$2,140.50. (First certificate updated- Reduce P & F real estate estimate)

Account	Description	Amount
100.205.5121	Fire Pension	\$2,140.50

- k) There is hereby disappropriated from the appropriated balance of the P&F Pension Fund, in the amount of \$2,140.50.

Account	Description	Amount
250.205.5121	Fire Pension	\$2,140.50

**Stephen Johnson**- explained that the requests for appropriation and disappropriation are housekeeping issues.

Motion by Mrs. Loomis to send the appropriations and the disappropriations to full Council, second by Mrs. Floyd  
Motion was carried by a 5-0 vote.

- l) There is hereby appropriated from the unappropriated balance of the 661 Sewer Dept Fund, in the amount of \$200,000.00

Account	Description	Amount
661.712.5231	Professional Services	\$200,000.00

**Roger Loomis-** the funds would be coming from the unappropriated balance of the Sewer Fund for the design work and professional services for the sewer separation project in the downtown area.

**Mrs. Floyd-** asked when the work may start.

**Roger Loomis-** stated that it may be at the end of this year but more likely the beginning 2014.

**Mr. Cost-** asked how long Mr. Loomis anticipated that project would last.

**Roger Loomis-** stated that the design work is not done yet therefore they don't know what they may be getting into. Generally speaking, projects take about 9 months to a year.

**Mr. Frost-** asked what the design work involves for the \$200,000.

**Roger Loomis-** they figure out how big of pipes that are needed, where they will go, what type of system will go in place and how to connect the pipes. They handle permits to install, including the plans to be submitted.

Motion by Mrs. Floyd to send to full Council, second by Mrs. Loomis

**Lesa Best-** asked what streets are considered downtown regarding the project.

**Roger Loomis-** stated that they are looking at starting out at Locust St, 3<sup>rd</sup> St, N. Park Pl

**Lesa Best-** asked for clarification if the project would affect mostly businesses not residential.

**Roger Loomis-** confirmed that it would mostly be businesses.

Motion was carried by a 5-0 vote.

5. Consider Resolution No. 13-06 authorizing and directing the Auditor of the City of Newark to pay bills on behalf of the Auditor pursuant Section 5705.41 (D), then and now certification; and declaring an emergency.

**Stephen Johnson-** explained that from time to time we deal with then and now legislation and what that means is that a bill was received before a purchase order was in place. In this case it is for a lease purchase payment for House Bill 300. The bill is due in January and arrived in December. There is also a maintenance agreement for their software that is due in January which was also received in December. The reason that a purchase order was not in place was because there wasn't enough 2012 funds left to encumber.

**Mrs. Floyd-** asked for an explanation of House Bill 300.

**Stephen Johnson-** It is something the City got involved in several years ago. Basically it was a rework of the HVAC system and some electrical wiring issues.

**Director Rhodes**- commented that this was voted on when he was a Councilman and as a Councilman, you always wonder if things pan out to be a real savings. He stated that they have been working with the Honeywell group since last year and have compiled data. Honeywell will be here next Committee meeting to present information to demonstrate how House Bill 300 has worked out for the City. He stated that there has been a considerable savings but a complete update will be given at the end of the month.

**Don Ellington**- asked if House Bill 300 was over a span of 10 years.

**Bob Diebold**- asked confirmation to Stephen Johnson if this is the same bill that comes in every year.

**Stephen Johnson**- stated that it does occur every year.

Motion by Mrs. Floyd to send to full Council, second by Mr. Frost  
Motion was carried by a 5-0 vote.

6. Consider Ordinance 13-02 authorizing and directing the Safety Director to certify to the Licking County Auditor, the sum \$41,737.49 incurred by the City of Newark Property Maintenance Department with respect to Property Maintenance violations to be placed as a lien upon certain parcels of real property situated in the City of Newark, Ohio.

**Director Spurgeon**- stated that this is in a robust effort to recover costs incurred by the Division of Property Maintenance and they are asking for Council's support.

Motion by Mrs. Floyd to send to full Council, second by Mr. Frost  
Motion was carried by a 5-0 vote.

Ryan Bubb, Co-Chair