

Finance Committee Minutes

Honorable Council
City of Newark, Ohio
May 14, 2013

Finance Committee met in Council Chambers on May 13, 2013 at 5:30 P.M. with these members in attendance:

Doug Marmie, Chair	Ryan Bubb
Bill Cost Jr.	Duke Frost
Carol Floyd	

We wish to report :

1. **Resolution No. 13-44** authorizing and directing the Auditor of the City of Newark to pay bills on behalf of the Traffic Operations Manager pursuant to Section 5705.41 (D), then and now certification; and declaring an emergency was considered.

Brian Morehead- explained they installed a foundation to move the school warning signal on E Main St. When boring an 11' deep hole they hit a sewer lateral line of a house. A couple of days later they learned the sewer was backed up into the house therefore they quickly hired a contractor to repair the sewer line.

Ms. Best- asked if there weren't maps that showed where the lines were

Brian Morehead- said there are and that they knew where the main line was just not the lateral.

Motion to send to full Council by Mr. Bubb, second by Mrs. Floyd

Motion passed with a 5-0 vote .

2. **Resolution No. 13-45** appropriating monies for the current expenses of the municipal corporation was discussed.
 - a) There is hereby an appropriation of the unappropriated balance of the 100, General Fund, in the amount of \$750.00 (Donation received towards downtown beautification & revitalization)

Account	Description	Amount
100.124.5271	Bldg Grounds Maint	\$750.00

Director Spurgeon- speaking on behalf of the Service Director explained the Service Director received a check from a local benefactor and would like permission to spend the funds.

Motion to send to full Council by Mr. Bubb, second by Mrs. Floyd

Motion passed with a 5-0 vote .

- b) There is hereby an appropriation of the unappropriated balance of the 334, Construction Fund, in the amount of \$100,000.00 (Land development & fencing for the downtown Fire Station)

Account	Description	Amount
334.204.5231	Professional Services	\$100,000.00

Director Spurgeon- they are asking permission to spend these funds that are available to get the downtown Fire Station going.

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

Motion passed with a 5-0 vote .

- c) There is hereby an appropriation of the unappropriated balance of the 422, Debt Service Fund, in the amount of \$66,919.04 (Interest Payments on Notes 2.2 m)

Account	Description	Amount
422.904.5421	Interest Pymt	\$66,919.04

Lori Resta- attended in place of Steve Johnson and stated this is the interest on the 2.2 mil note and will come out of the Debt Service Account.

Motion by Mrs. Floyd to send to full Council, second by Mr. Frost

Motion passed by a 5-0 vote.

- d) There is hereby an appropriation of the unappropriated balance of the 100, General Fund, in the amount of \$3,860.00 (Cemetery roof repairs)

Account	Description	Amount
100.432.5238	Service General	\$3,860.00

Motion to send to full Council by Mr. Bubb, second by Mrs. Floyd

Motion passed with a 5-0 vote .

- e) There is hereby an appropriation of the unappropriated balance of the 100, General Fund, in the amount of \$5,298.56 (Police communication equipment)

Account	Description	Amount
100.203.5304	Police communication equipment	\$5,298.56

Director Spurgeon- explained this is part one of two requests, the other will be in two weeks they are continuing to look for an additional \$7,000.00 since there isn't any money in the Capital Improvements account.

Motion to send to full Council by Mr. Bubb, second by Mr. Cost Mr. Marmie- further explained that this is some of the funds that are available from FEMA that were refunded that is why they are coming out of the General Fund, we had not been put over there yet.

Motion passed with a 5-0 vote .

- f) There is hereby an appropriation of the unappropriated balance of the 296, Safe Routes to School Fund, in the amount of \$2,788.80 (Overtime for Police personnel at the Safe Routes to School events)

Account	Description	Amount
296.168.5118	Overtime	\$2,788.80

Director Mauter- explained that they have a Safe Routes to School grant that has three categories to it, Change Gears event that will be coming up on June, a walk to the bus event and walk to school event. The overtime money will be used for off duty police officers to oversee the events if they are needed.

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

- g) There is hereby a disappropriation of the unappropriated balance of the 296, Safe Routes to School Fund, in the amount of \$2,788.80 (Contingency)

Account	Description	Amount
296.168.5299	Contingency	\$2,788.80

Motion to send to full Council by Mr. Bubb, second by Mrs. Floyd Motion passed with a 5-0 vote .

3. **Resolution No. 13-46** authorizing and directing the Mayor of the City of Newark to prepare and submit an application to the United States Department of Justice, for fiscal year 2013, Cops Hiring Program was discussed.

Barbara Gilkes- stated that this resolution will allow the City to apply for two enter level officers who will be funded by the Department of Justice, Cops

office. The term of the grant is 36 months; the Federal Government will pay up to a maximum of \$125,000.00 per officer for salary and benefits. The City is responsible for 25% match.

Motion to send to full Council by Mrs. Floyd, second by Mr. Cost

Mr. Marmie -asked if this needed to be expedited for any reason and if there was a deadline.

Barbara Gilkes- yes, the grant is due this month and the announcement just came out.

Mr. Frost- asked if it was limited to patrol officers and if it was \$125,000.00 per year or the total for the three years.

Barbara Gilkes- answered it is the total amount of \$125,000.00 for the term of the grant which is 36 months.

Mr. Frost- per officer

Barbara Gilkes- correct per officer and we are looking at applying for two officers. They are entry level therefore if the Police Department wants to hire someone with experience they will have to make up the difference.

Ms. Best- asked how many officers we have now

Barbara Gilkes- we have 72 officers right now. Three years ago in April of 2010 we had 81. Civilian employees in the Police Division three years ago were 23 they are down to 18. She stated she met with Chief Sarver that day and the plan is to seek two officers for the Neighborhood Impact Unit and that would be going out into different neighborhoods in Newark. You can just see the huge drop from 81 to 72.

Ms. Best- asked if there is a cap on how many police officers we need.

Barbara Gilkes- Chief Sarver would have to address what level he is comfortable with but stated the last Cops Grant we got was partly because of a Community our size and the statistics that were submitted as part of the grant. That is why we got the grant we were below the level.

Carol Floyd- asked if this is what they used to call Team 7.

Barbara Gilkes- stated it is Neighborhood Impact Unit and that she didn't know if it was what they used to call Team 7 this is what it was referred to her as.

Mr. Frost- clarified it is Team 7 they changed the name. He stated it is a great program and it makes a great impact on crime and drugs and they should do whatever they can to bring it back.

Mrs. Floyd- I agree

Motion passed with a 5-0 vote .

4. **Resolution No. 13-47** appropriating monies for the current expenses of the municipal corporation was discussed.
 - a) There is hereby an appropriation of the unappropriated balance of the 295, OCJS-Jag Grant Fund, in the amount of \$13,928.00 (OCJS Jag video storage and data collection grant April- August 2013)

Account	Description	Amount
295.193.5536	Computer Equipment	\$13,928.00

Barbara Gilkes- The Division of Police was fortunate enough to receive a very short term grant from the State of Ohio office of Criminal Justice Services for their data collection and video storage. The term of the grant runs from April to August. We just got approval on it, our grantee documents went into the mail today. So we have to expedite this because the project has to be done by August. She stated the legislation outlines specifies what the appropriation is for.

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

- b) There is hereby an appropriation of the unappropriated balance of the 100, General Fund, in the amount of \$24,000.00 (Summer employment program)

Account	Description	Amount
100.432.5230.200	Summer employment program	\$24,000.00

Barbara Gilkes- stated they would like to increase the request to \$30,000.00. The City has an opportunity to participate in the Licking County Job and Family Services Summer Employment Program. We will be reimbursed 100% for any funds we front for this program. The program is a twelve week program; it starts in June that is why we need to expedite the appropriation. The plan is to create for these twelve weeks using 5 adults ages 18 to 24 years old a Beautification Patrol. They will be working under the supervision of Jeff Hotchkiss at Cemetery and Parks. What they will be doing will be going around different areas of the City helping with trash pick-up and working in the parks doing maintenance work. Greg Dickers will be supervising them on a daily basis. We are requesting them to be here 8 hours a day, 5 days a weeks for the twelve week period. This will give the City the ability to address some great needs that it has been unable to do because of the lack of man power. We will get 100 % reimbursement on this investment. It involves three City Departments; it involves the Department of Service Division of Cemetery and Parks, they will also be working with the Department of Safety Division of Property Maintenance because the Division of Cemetery and Parks currently works with the Division of Property Maintenance, this will be enhanced, the final department is Department of Development. I will be handling the administrative aspects of this program so that we get our 100% investment back. We will be using a temp service; they will be the payroll provider for this program. It is the only way we can

make this program work and I spoke to Angela Cunningham who works with Job and Family Services, she stated repeatedly they are dedicated to working with the City.

Motion by Mrs. Floyd to send to full Council, second by Mr. Bubb

Motion by Mrs. Floyd to amend the appropriation to \$30,000.00, second by Mr. Bubb

Motion to amend passed by a 5-0 vote.

Mr. Cost- asked how many jobs this would be for the summer

Barbara Gilkes- 5.

Mr. Cost- 5 full time jobs

Barbara Gilkes- yes, but they are through an internship so they are not displacing. This program does not allow anyone to be displaced from a job.

Ms. Best- so you are going to have 5, how many departments are going to oversee all those people?

Barbara Gilkes- the department that has oversight is Cemetery and Parks but what I said was they will really be working with three departments because I will be handling the administrative part and then the Division of Cemetery and Parks already works with the Division of Property Maintenance which is under Safety.

Ms. Best- so then you have Job and Family Services administering some parts of it?

Barbara Gilkes- what their role will be is that we will invoice them for the money we front for the program and they will be supplying the people who meet their qualifications.

Ms. Best- asked if we could get 10, she thought it seemed like we would have 18 people overseeing 5 people.

Barbara Gilkes- no, the person that will be the supervisor is Jeff Hotchkiss, I am just saying that you have three departments involved as far as making sure this happens, I think it is a good collaboration. There will only be one supervisor and it will be Jeff Hotchkiss or Greg Dickers who works directly with Jeff.

Ms. Best- 5 is it?

Barbara Gilkes- We have to have the money to front this and we thought that it was a good number, it was acceptable. She said she spoke to the Mayor, the HR Director, the Service Director, parks people they thought we could make a good impacted with 5.

Ms. Stare- said we had a Parks and Recreation Committee meeting and I think this is a wonderful idea but I don't want people to forget there are a lot of volunteers that help us. She said we had young people that helped with the square. Jeff Quackenbush had a group of people from the high school that helped clean up different places. I know the South Side Civic Association is going to have clean ups. So there are going to be a lot of other areas and committed people that come forward to help with the clean ups

Barbara Gilkes- they will also be learning job skills because Jeff and Greg will be teaching them how to operate equipment.

Mr. Rath- said it is a great program and that he looks forward to all the progress. He asked if Job & Family Services dictate what temp service we use. And a follow up question, because it is a \$30,000.00 contract do we have to pay that out.

Barbara Gilkes- no, not according to this program. The temp service that Parks and other departments have used is Atrium. They do charge a 25% mark up. I called another temp service last week to see if this was a fair percentage because I had no background. Another temp service said it was typically 35% and in order to protect the City this is the best route to go as far as we can't have them on City payroll because it kicks in other benefits such as pension and other factors that we can't afford to do.

Mayor- stated it is a good program but at the end they would look at it to see how well it went and if it could be increased in future years.

Mr. Frost- asked if the money we were getting from Job & Family Services is from a grant they are getting.

Barbara Gilkes- it's not a grant, they are getting funding from the State of Ohio. I don't know the origin, if it is Federal money passed through to the State but I know our contact is Job & Family Services and the supervisor of the program is the State of Ohio.

Mr. Frost- asked her if she was comfortable with all of the criteria they have established so that we can make sure we meet them to get all of our funding.

Barbara Gilkes- oh yes, we are not going to do it unless we can get 100% back.

Nancy Welu- asked if she knew the rate of pay the individuals would be receiving.

Barbara Gilkes- the maximum is \$10.00 and that is what I put in my proposal

Nancy Welu- a minimum

Barbara Gilkes- they didn't have a minimum but I think \$10.00 is fair and if it were higher I would have picked the higher number because this is very hard work.

Motion to send to full Council passed by a 5-0 vote.

5. **Resolution No. 13-48** amended resolution of the Council of the City of Newark, Licking County, Ohio and declaring an emergency was considered.

Lori Resta- this is a matter of housekeeping, it is for Fire and Police pension and they require us to have a resolution saying that the pension is tax deferred and there are new rates for 2013, 2014, 2015. It is required that this be done 30

days before the effective dates therefore the necessity for the emergency clause.

Motion by Mrs. Floyd to send to full Council, second by Mr. Bubb

Mr. Marmie- clarified that the increase in percentages are the employees' for participation not the City's. **Motion passed by a 5-0 vote.**

Resolution No. 13-49 appropriating monies for the current expenses of the municipal corporation was discussed.

Mr. Marmie- stated the next two items didn't meet the criteria for being on the agenda but I said we could discuss them and if Mrs. Floyd would agree we can evoke Rule 11 next week at Council because they do need to be expedited. The forms were in they just weren't signed by everybody in time.

- a) There is hereby an appropriation of the unappropriated balance of the 231, Jail Diversion Grant Fund, in the amount of \$1,391.38 (Law Enforcement Supplies-Drug Testing)

Account	Description	Amount
231.113.5312	Law Enforcement Supplies	\$1,391.38

- b) There is hereby a disappropriation of the appropriated balance of the 231, Jail Diversion Grant Fund, in the amount of \$1,391.38 (Law Enforcement Supplies-Drug Testing)

Account	Description	Amount
231.113.5111	Salaries	\$1182.40
231.113.5122	PERS	165.48
231.113.5127	Worker's Comp	26.36
231.113.5126	Medicare	17.14

Scott Fulton- explained this is a grant they have through the Department of Corrections, a Jail Diversion Grant and we had an employee change in mid-March. The employee coming in gets paid less than the employee who left so the difference left over in the salary is money that has to be spent by June 30th. This is just a budget revision; it has been approved by the Department of Corrections. I am going to use the money to buy drug tests.

Mr. Marmie- it was explained to me that this money had to be spent by June and it has to be approved this month to meet the deadline so we need to expedite it.

Mr. Marmie stated he and Mrs. Floyd will be evoking Rule 11 next week at Council.

Doug Marmie, Chair