

Finance Committee Minutes

Honorable Council
City of Newark, Ohio
November 14, 2012

Finance Committee met in Council Chambers at 5:30 P.M. on November 13, 2012, with these members in attendance:

Doug Marmie- Chair	Marc Guthrie for Bill Cost Jr.
Ryan Bubb	Carol Floyd
Duke Frost	

We wish to report:

1. Resolution No. 12-90 authorizing and directing the Auditor of the City of Newark to pay bills on behalf of the Cemetery/Parks Superintendent pursuant to Section 5705.41 (D), then and now certification; and declaring an emergency was reviewed.

Stephen Johnson- explained that this is a house keeping issue; in order to pay the invoice this resolution is necessary because more than \$3,000.00 was spent without a purchase order. There is an appropriation in place, but no purchase order. He stated that the resolution allows him to pay the invoice.

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

Mr. Guthrie- asked what happened that there wasn't a purchase order.

Stephen Johnson- asked Director Rhodes if he could respond

Director Rhodes- stated that he believes it was just an oversight

Motion passed by a 5-0 vote

2. Resolution No. 12-91 appropriating monies for current expenses of the Municipal Corporation was reviewed.
 - a) The request for an appropriation from the unappropriated balance of the 335 Capital Improvements Fund, in the amount of \$5,185.77 for real estate taxes for Handel property acquired for Deo Dr/Waterworks Rd realignment project

Account	Description	Amount
335.122.5290	Real Estate Tax	\$5,185.77

Brian Morehead- stated that the request is for real estate taxes for the Handel property acquired for Deo Dr/Waterworks Rd realignment project. He stated that the City took

ownership in 2009. The taxes haven't been paid for 2010 or 2011. In order to get the parcel exempted the taxes have to be brought up to current. Hopefully in a couple of months' time the City will receive a refund.

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

- b) The request for an appropriation from the unappropriated balance of the 424 TIF-SIB Fund, in the amount of \$25,718.86.

Account	Description	Amount
424.923.5416200	Principal-ODOT SIB Loan	\$17,400.16
424.923.5426200	PERS	\$ 8,318.70

Brian Morehead- stated that this will be their third SIB payment for the Waterworks Rd project. Last year at this time the Engineer's office estimated the payment and were off a little in their calculation, they appropriated the vast major of the funds in a piece of legislation at the beginning of the year, this request will allow them to pay the bill due on December 4th.

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

- c) The request for an appropriation from the unappropriated balance of the 100 General Fund, in the amount of \$5,000.00 for promotional and entry level exams for 2012.

Account	Description	Amount
100.109.5231	Professional Services	\$5,000.00

Herb Koehler-explained that by way of the Police and Fire contract the Civil Service Commission is required to maintain testing on a schedule. This year they conducted a Fire entrance exam, Police entrance exam, Assistant Fire Chief, which is two parts, written and an assessment, Police Sergeant, written and assessment and Police Captain also written and assessment. The cost so far for these exams is \$25, 725.75. He stated that they have not yet received some of the bills. He stated that he didn't know what the Police written exam was going to cost but they are testing about 40 people on Saturday morning. Then there is the cost to rent a room at CTEC, \$100.00 and the cost of advertising. He stated that they asked for \$5,000.00 to cover these expenses since they are required to do them. He stated that if they have overshoot it and if anybody can indicate whether there is going to be any hiring because hiring comes out of that budget also they will return the funds as promptly as they could.

Mr. Frost- asked Mr. Koehler who decides or how often it occurs that they test for Sergeants and Captains. He stated that the City seems to be top heavy and that we need more officers.

Herb Koehler- explained that the contract states that a current eligibility list must be maintained. Entrance list is one year; a promotional list is two years.

Mr. Frost- clarified that the contract mandates it.

Mr. Marmie- responded yes and further stated that there was one that the City was able to defer until next year.

Mr. Koehler- agreed yes by the way of the Fire Department all agreed to push the Captains exam off until next year. He also stated with all the testing that has been done this year he is going to reduce his budget for it next year.

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

Mr. Guthrie- asked Mr. Koehler if there is a variety of vendors who they could go through for the tests or if there is a narrow field of vendors.

Mr. Koehler- explained that they tried something different this year with the Fire Department Entrance entering with South West Licking thinking that would save money but he doesn't have the figures in yet to find out if they did save any money. The Ohio Chief's Association gives the promotional exams and the Police Chief's Association gives the promotional exams. For years they used a testing facility out of Cleveland for entrance for Police. He stated that they have looked at others however they are satisfied with the current vendor.

Mrs. Loomis- inquired why it is an emergency

Mr. Marmie- explained that they haven't received all the bills yet but that they know they are coming. The assessments are taking Saturday, Sunday and the bills are mailed out on Monday.

Mrs. Loomis- asked whether or not it met the definition of the emergency clause.

Mr. Marmie- explained that it doesn't have the emergency clause it is just expedited legislation.

Mr. Koehler- responded that he was asked if it was an emergency and he stated yes but then he spoke to a councilman who explained the money would be there the first of December after the council meeting on December 3rd. Mr. Koehler stated that he talked to the vendors and they agreed that would be alright.

Mr. Marmie- then stated we could remove this item from the expedited legislation.

Motion passed by a 5-0 vote.

- d) The request for an appropriation of the 100 General Fund, in the amount of \$6,960.00 for Cemetery Office bldg. roof repairs and fence repairs.

Account	Description	Amount
100.432.5238	Services General	\$3,600.00

100.432.5238

Services General

\$3,360.00

Director Rhodes- stated that these are insurance claims that they have already received the checks for and are just requesting the money be appropriated. One is for Cemetery office building roof repairs that were damaged in the wind storm and the other is for fence repairs. Fencing was damaged by an automobile. The reason for the emergency is that they would like to get the office building repairs done prior to inclement weather.

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

Mr. Marmie- announced that the Mayor has indicated that you may get a copy of the budget in the next few weeks. It may just be a preview before the legislation is put together. The Mayor said he is going to give the budget to us for an advanced look as soon as he can.

Doug Marmie, Chair