

**COUNCIL AS A WHOLE COMMITTEE MEETING
MINUTES
TUESDAY
NOVEMBER 27, 2018
7:00 P.M.**

Mr. Meyers opened the meeting at 7:00 p.m.

ATTENDEES

Members of Council in attendance were Mr. Kasunick, Mr. Hoefle, Mr. Evers, Mr. Overstreet, Mr. Zuren, and Council President Mr. Meyers. Also attending was Council Clerk Mrs. Simons. Mr. Spotton was absent and excused.

Those attending from the Administration were Mayor Morley, Fire Chief Whittington, Service Director Rubertino, City Engineer Gwydir, Finance Director Schindel, and Law Director Klammer. Police Chief Reik and CBO Menn were absent and excused.

Mr. Meyers: If there is anyone privately recording this meeting as courtesy to the public will you please identify yourself so that the fellow attendees know that they are being recorded.

LEGISLATION PROPOSED:

1. 11-27-(01): Resolution: To establish a Credit Card Policy.

Mr. Meyers: Ms. Schindel?

Ms. Schindel: Thank you. The State of Ohio made a change in their laws earlier this year and said that a credit card policy must be approved by Council. So this credit card policy has been tweaked for the changes in the law that we at the city didn't have such as: making sure that Council approves it as well as making employees sign off saying they acknowledge that this is a city card to be used for city purposes. Those are really the only two differences for the most part and therefor this is the revised credit card policy that I am asking you to please approve so that we will be in compliance with the law.

2. 11-27-(02): Resolution: To enter into a contract with Vitalone Services Inc.

Mr. Meyers: Mayor Morley?

Mayor Morley: We had Vitalone was the sole bidder on the towing contract. It's the towing for the DUI's, any of the arrests, or for any accidents in the city...that is what that is for. Actually their price went down this time from the previous years. They were who we currently use now so they just got a new contract for the next three years.

3. 11-27-(03): Ordinance: To amend Fund 801 "Payroll Reserve Fund."

Mr. Meyers: Did you want to take care of these all at once Ms. Schindel.

Ms. Schindel: Sure...both of there are really an ordinance to transfer funds from the General Fund to a reserve fund. The first one is fund 801 and your paper work might say amend but it's

really a transfer. These funds were set up in May and the 27th pay or payroll reserve fund is because every so many years a 27th pay hits the city and it's a significant expense. And it would make more sense to try to smooth that payment out by putting a portion of it away each in anticipation of the year when this large 27th pay come forth. So I'm asking a transfer of \$40,000.00 to the "Payroll Reserve Fund."

4. 11-27-(04): Ordinance: To amend Fund 800 "General Fund Cash Reserve."

Ms. Schindel: The "General Fund Cash Reserve" is again a transfer from the General Fund to a cash reserve for emergencies declared by Council. And it is requesting \$750,000.00 to be transferred to a cash reserve on a contingency fund...an emergency fund.

Mr. Meyers: Let the record show that it also covered Legislation No.: 11-27-(04).

5. 11-27-(05): Ordinance: To reappropriate the expenses beginning on January 1, 2018 and ending on December 31, 2018.

Ms. Schindel: Thank you. The first section talks about the General Fund and those are really...there is one place where it is just a cleanup from moving it from Service Administration. The garage building because it was roof repair and I want to make sure it belonged in building and that's where we put it. The rest of them are some changes that occur during the year, because of extra unanticipated expenses. It might be retirement of certain officers and we had some payouts to do, or it may be some large refunds from R.I.T.A.; that we had to return the money to the operations, because they were corporate income taxes that they had paid in advance and did end up needing to pay that much. The top part is really to expend and adjust so that we can do some duct cleaning, payout the retirements...or the vacations that we owed to payout for some refunds, there are some trees, and the heating in the service garage has to be done as well. EPA won't allow us to use the oil heat anymore so we have to convert. It's getting cold and it is time to convert and unfortunately it's all hitting now. The second part is those adjustments that needed to be made based on the flow of cash. So if we didn't use the cash...if the cash didn't come in such as the loan for the sewer or some other items that just didn't come to fruition this year, but anticipate that they are coming forth next year. I'm lowering the expenditures, because if we don't have the cash coming in I'm lowering the expenses for the same purpose. But you will see many of these come back next year, because then the loan for the sewer project will come forth and the expenses that match that will come forth.

Mr. Meyers: Ms. Schindel that cover 11-27-(06) also correct?

Ms. Schindel: I'm sorry.

Mr. Meyers: You covered 11-27-(05) did that cover 11-27-(06) also?

6. 11-27-(06): Ordinance: To temporarily reappropriate the expenses beginning on January 1, 2019 and ending on December 31, 2019.

Ms. Schindel: We need to do before January 1 a temporary appropriation in order to pay bills on January 2nd. And our largest bill on January 2nd is our workers compensation bill, so we certainly want to have this appropriation in place so that we can pay the bills. This is nothing more than

an estimate using this year's budget plusing and minusing things that I know will come forth such as the workers compensation bills paid at one time in January, whereas some of the other large capital items were not in here because we haven't approved a budget at all. So this is just four months worth of operations on a temporary basis to get us through until a formal budget is approved.

7. 11-27-(07): Ordinance: Amending Section 1347.08 "Relation To Premises."

Mr. Klammer: You remember that this is the ordinance...that the existing ordinance prohibits any advertising that doesn't relate to the business on the premises. This was the proposal to allow that to include off premises advertising in the area where the sound barrier is. This version here I have to get with Mrs. Simons apparently maybe our Microsoft Word versions aren't talking well. What you have in front of you is the marked up version. I sent it over with the mark ups so you can track the changes. For some reason hers didn't remove it so I'll just fix that before you sign it. In essence I added subsection 6 there to make it clear that they have to go through the Planning Commission to get a Conditional Use Permit as well. So I added that one additional protection in there for you guys if you wanted to go forward with it. If you like it I'll just make that change with Mrs. Simons before you sign it. That additional provision of number six is there requiring a Conditional Use Permit.

There were no questions at this time.

LEGISLATION PENDING:

There was no Legislation Pending.

There were no questions at this time.

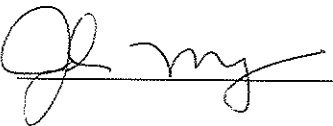
MISCELLANEOUS:

There were no questions at this time.

The meeting was adjourned at 7:11 p.m.

tms

APPROVED:

A handwritten signature in black ink, appearing to be "J. My", written over a horizontal line.

DATE: 12-11-18