

City of Marion  
Public Service Director

To: Marion City Council

From: Cathy Chaffin

CC: Mayor Schertzer  
Safety Director Randy Caryer  
Public Works Director Jim Bischoff  
Auditor  
Law Director

Date: June 3, 2021

Re: Appropriation Ordinance

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Dear Council Members,

I wanted to take a few moments to provide you some explanations in support of the request for additional appropriations that I have drafted for your consideration.

Over the past few months we have been experiencing several significant issues at City Hall that will require extensive repairs to correct.

1. The City Hall Chiller has gone down for a period in excess of 10 days during the warmer months due to several issues. Currently we have one compressor that is down out of the five compressors in the system. Recently the control panel (motherboard) of the system went out and the ac was not able to run. The part was ordered and since the system is a proprietary system by Carrier, they had to program the control. This took time to complete and cost in excess of \$5,000 to repair. There was a leak in the closed glycol system which needs addressed as well as the compressor replacement the estimated cost is in excess of \$30,000.00
2. Last Sunday evening at approximately 1:00 am, I received a call from the Police Department stating that city hall was running on generator power and that the generator had failed as only part of the building was powered. This took the CAD system down. Ohio Edison was immediately contacted and brought on site as well as the City Electricians, City Hall Custodian, IT and myself. Ohio Edison conducted extensive tests on the power transformers located behind the building, rewired the transformers and conducted testing inside of City Hall along with the City Electricians. An Emergency call was made to the Generator Company and they were also brought on site. IT and the City Custodian worked to power the CAD system while everyone worked to restore power to the building. This is the cause for the overtime request. The generator

company arrived on site and was able to bypass the controller that was determined to be the cause of the issue. A new controller has been ordered and the total cost for the repair is in excess of \$15,000.00

3. Over the past few months there has been a leak in the ladies locker room in the basement but the leak only appears when we have heavy rain. In reviewing the leak with the Mr. Bischoff, we have not been able to determine the initial cause of the leak so I will need to bring in the roofing company to review. We do believe that this could be coming from the roof drains but until we are able to make a final determination no cost estimate can be obtained at this time. Today with all of the heavy rain we have had there is a significant leak and I was informed of a new leak in the probation department. I will be bringing in the roofing company to review. At this time I can only estimate the cost to be around \$20,000.00
4. The elevator has had three main cables replaced in the past 18 months and we are in need of a rehab on the elevator for not only the safety but the operations of the city. The estimated rehab will cost in excess of \$40,000.00

It is my hope that some of these repairs and costs can be reimbursed by the ARPA Funds once the final NEU (non-entitlement unit) guidance is provided. We have not received the ARPA funds at this time and I will work to have these costs reimbursed if possible.

In preparation for the ARPA Funds there have been several requests made that will require engineering plans and state permits and approvals. I am requesting the funds to prepare for the installation of the exhaust systems at the Fire Stations @ 2 and 3. We will need to proceed with the plans, specifications, state permits and advertise for bids to install. I am asking for the funds to be appropriated into City Hall Professional Services and capital Improvements to address these items.

With the request for schooling for the Police Department there has been a change in training that the State is no longer offering this training and the training is taking place at the Columbus Police Academy. With this change additional funds are needed to complete the required training.

With the other requests included in the ordinance these are amounts that will be needed to adjust the line items to get the departments through the end of the year.

As always if you have any questions, please do not hesitate to contact me.

Sincerely,

Cathy