

Finance Committee Minutes

July 06, 2020

Members present: Daniels, Schaber, Meade

With a quorum present, Daniels called the meeting to order at 6:30 PM.

Schaber made a motion to approve minutes of 06/01/2020; Meade 2nd; Roll Call: Ayes – Daniels, Schaber, Meade; Nays – none.

Minutes of 06/01/2020 approved (3-0)

Old Business: None

New Business:

Item 1. RESOLUTION FOR THE CITY OF MARION, OHIO AUTHORIZING THE DIRECTOR OF PUBLIC SAFETY TO EXECUTE THE APPLICATION FOR THE 2020 COPS MICROGRANT-MPD WELLNESS GRANT TO IMPROVE THE OVERALL HEALTH OF OUR POLICE OFFICERS BY OFFERING SERVICES RELATED TO MENTAL HEALTH, EXERCISE, HEALTHY EATING AND FINANCIAL HEALTH.

McDonald explained that this is a grant that they are applying for. It has no local matching. It would amount to \$92,000 in Federal money. They would partner with Ohio Health.

Meade made a motion to recommend to council; Schaber 2nd; Roll Call: Ayes – Daniels, Schaber, Meade; Nays – none.

Legislation sent to council (3-0)

Item 2. DISCUSSION PRELIMINARY TAX BUDGET – LEGISLATION MAY BE AVAILABLE BY MEETING TIME

Auditor Landon explained that this is an annual process that is required by the State of Ohio. They have to submit their preliminary tax budget to the county. Legislation was not available before agenda deadline. It has since been prepared and Deputy Auditor Watts has provided a copy via email to each council person sometime this afternoon.

Daniels asked if a special meeting would be needed to satisfy the deadlines involved in this process. Landon stated that the Marion Star was supposed to run their article in the print version of the Star on 07/04 <with special meeting called for 07/15>. It was not published in print but was on website.

They now expect it to be published on 07/08. With the ten-day notice requirement for the special meeting, the earliest the meeting could be held is 07/18 (per Law Director Russell). Per Law Director Russell, it will require seven affirmative votes to pass. The notice must include date and time of the meeting.

Daniels said that they would need to call full special council meeting to address only this issue. He would ask the members of the finance committee to be the three members to call

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the special meeting. Schaber asked for clarification as to why this could not be addressed at the regular Council meeting.

Meade asked why this became a last second kind of thing. Landon said that his office would take ownership and responsibility for that. They submitted a preliminary tax budget to the Clerk around 05/23 (no legislation) and thought they were on time for this to go to council early July. Unfortunately, at the time they were not aware of the 10-day public hearing notice required by Ohio law. The Clerk brought that to his attention on Thursday, 07/02. As soon as that happened, he reached out to the Star and they were going to run a story on 07/04 (announcing the 07/15 special meeting). It was listed in their "Daily Briefs" online but did not make it into the print version. Ohio law required the printed version. Unfortunately, the article did not run it and so they had to resubmit it. The Clerk clarified that the preliminary budget was provided to the the Clerk on 06/22 after he got the responses from the departments.

Schaber said we have to give a 10-day notice in a printed newspaper. On that 10th day, then they can act. That notice has to include the time, date, and place of the meeting. Maybe we should have waited until after this meeting and had a more solid date. Landon said if they had done that, the deadline was too close. Then they would have to meet on 07/19 and been able to submit it to the county commissioners on the due date, 07/20.

In response to Daniels, Landon said that the most recent announcement (due to be published on 07/08) specifies that the meeting will be held on 07/18 at 7:30PM. He polled the council members present to determine if they could get 7 affirmative votes at a meeting on 07/18. At least three members are unable to meet that night and cannot Zoom in because of cell coverage in the area where they will be. Responding to Daniels, Landon said they could run a 3rd notice on 07/09 and they could meet on 07/19 or early on 07/20. The approved tax budget (with legislation) must be provided to the County Commissioners by 07/20. As an option, Russell said that they could meet on Saturday as announced and if they did not have 7, they could call another special meeting for Sunday. He clarified that this is the whole tax budget.

After discussion, it was determined that council could meet on Sunday, 07/19/2020 at 7:30PM. The Auditor agreed to publish a third notice in the Star.

Schaber 1st, Daniels 2nd, Ratliff 3rd to call a special meeting for Sunday, 07/19/2020 at 7:30PM for the purpose of considering the legislation and tax budget.

Later under "Matters Not On The Agenda", Schaber made a motion to recommend legislation received this afternoon to council; Meade 2nd; Roll Call: Ayes – Daniels, Schaber, Meade; Nays – none.

Legislation sent to council (3-0)

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Item 3. ORDINANCE MAKING AN ADDITIONAL APPROPRIATION IN THE CITY HALL (GENERAL FUND) ENDING DECEMBER 31, 2020, TO COVER THE COST OF THE CLOTHING ALLOWANCE DUE TO THE HIRING OF A NEW EMPLOYEE

Deputy Auditor explained that this is to correct an error on a previous ordinance (2020-28 or 29). They were not allowed to transfer from the sanitary department to city hall. This takes care of appropriating the funds. Council will need to vote down the first ordinance and pass this one.

Schaber made a motion to recommend to council; Meade 2nd; Roll Call: Ayes – Daniels, Schaber, Meade; Nays – none.

Legislation sent to council (3-0)

Item 4. ORDINANCE MAKING AN ADDITIONAL APPROPRIATION IN THE PARKS FUND FOR THE YEAR ENDING DECEMBER 31, 2020.

Chaffin explained that we have received an ODNR grant for the Lincoln Park stadium renovation. The City has been granted a 1-year extension to get this completed. Total amount appropriated is \$392,000.

Meade made a motion to recommend to council; Schaber 2nd; Roll Call: Ayes – Daniels, Schaber, Meade; Nays – none.

Legislation sent to council (3-0)

Item 5. ORDINANCE MAKING AN APPROPRIATION IN COVID FUND FOR THE YEAR ENDING DECEMBER 31, 2020.

Chaffin explained that this as a result of the previous legislation allowing them to take necessary actions to receive COVID funds. The amount is \$833,509.63 and it allows for reimbursements.

Meade made a motion to recommend to council; Schaber 2nd; Roll Call: Ayes – Daniels, Schaber, Meade; Nays – none.

Legislation sent to council (3-0)

Item 6. ORDINANCE MAKING AN ADDITIONAL APPROPRIATION TO THE POLICE INSURANCE FUND, TO COVER THE COST OF A CRUISER TO REPLACE ONE DAMAGED IN AN ACCIDENT FOR THE YEAR ENDING DECEMBER 31, 2020

McDonald explained that they had an at-fault accident that resulted in a cruiser being totaled. We have purchased another cruiser to replace it. The insurance covers all but \$3,000. This is a request to appropriate those additional funds.

Meade made a motion to recommend to council; Schaber 2nd; Roll Call: Ayes – Daniels, Schaber, Meade; Nays – none.

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Legislation sent to council (3-0)

Item 7. ORDINANCE MAKING AN ADDITIONAL APPROPRIATION IN THE GENERAL FUND FOR THE YEAR ENDING DECEMBER 31, 2020

Chief Deem explained that the fire department received a \$1,290 grant from Mid-Ohio Energy Cooperative to buy some rescue equipment. They want it put in their supplies line item so that they can purchase. This is the third time they have given them money.

Schaber made a motion to recommend to council; Meade 2nd; Roll Call: Ayes – Daniels, Schaber, Meade; Nays – none.

Legislation sent to council (3-0)

Item 8. ORDINANCE MAKING AN ADDITIONAL APPROPRIATION IN THE AIRPORT IMPROVEMENT FUND ENDING DECEMBER 31, 2020, TO COVER CURRENT EXPENSES AND REMAINING BALANCE FOR THE COMPLETION OF THE AIRPORT TERMINAL BUILDING.

Watts explained that this came from the Auditor's office. Stephens Construction has two invoices left to finish up the terminal. This would take care of any remaining appropriations that we need to cover the contract to finish the airport terminal. This is paid for by grants from the FAA and ODOT. This is part of the drawdown. There will be some matching funds.

Mayor Schertzer confirmed that we are still using the FAA and ODOT money and that we have not tapped into the General Fund.

Meade made a motion to recommend to council; Schaber 2nd; Roll Call: Ayes – Daniels, Schaber, Meade; Nays – none.

Legislation sent to council (3-0)

Item 9. ORDINANCE MAKING AN ADDITIONAL APPROPRIATION IN THE CREDIT CARD FEES FUNDS FROM THE CITY'S GENERAL FUND FOR THE YEAR ENDING DECEMBER 31, 2020, TO COVER CURRENT EXPENSES AND FUTURE NEEDS.

Watts said that they have an increased use of credit cards. They get "reimbursed" because they charge a \$3 fee on each credit card use.

Schaber made a motion to recommend to council; Meade 2nd; Roll Call: Ayes – Daniels, Schaber, Meade; Nays – none.

Legislation sent to council (3-0)

Item 10. ORDINANCE MAKING AN ADDITIONAL APPROPRIATION IN THE WITHIN THE INSURANCE PROCEEDS FUND ENDING DECEMBER 31, 2020, TO COVER CURRENT EXPENSES AND FUTURE NEEDS.

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Watts explained that this is for situations when a house catches on fire. The city gets a portion of the insurance money that is held until the repairs are complete and the inspector has signed off on the project. They have at least two that need to be paid back at this time. It is simply a pass through.

Schaber made a motion to recommend to council; Meade 2nd; Roll Call: Ayes – Daniels, Schaber, Meade; Nays – none.

Legislation sent to council (3-0)

Item 11. ORDINANCE MAKING AN ADDITIONAL APPROPRIATION IN THE FIRE DEPARTMENT ENDING DECEMBER 31, 2020, TO ACCOUNT FOR FUNDS RECEIVED FROM THE CARES ACT.

Watts explained that this is money that we have already received for the fire department. They would like it put into supplies for now. There are few restrictions on this COVID money. This \$37,000 is separate than the money mentioned by the Service Director.

In response to Schaber, they do not believe that this needs to be in a separate COVID related fund. They can account for how it is spent.

Meade made a motion to recommend to council; Schaber 2nd; Roll Call: Ayes – Daniels, Schaber, Meade; Nays – none.

Legislation sent to council (3-0)

Item 12. ORDINANCE MAKING AN ADDITIONAL APPROPRIATION IN THE COBRA ACCOUNTS FOR PARKS, SAFETY DIRECTOR AND FIRE DEPARTMENT ENDING DECEMBER 31, 2020, TO ACCOUNT FOR PAYMENTS BY FORMER EMPLOYEES THAT ARE PURCHASING CITY HEALTH INSURANCE

Watts said two firefighters have recently retired and are paying COBRA premiums. These are passthrough funds. They did not have the amount of appropriations to cover it. It is not general fund.

Schaber made a motion to recommend to council; Meade 2nd; Roll Call: Ayes – Daniels, Schaber, Meade; Nays – none.

Legislation sent to council (3-0)

Item 13. Request for transfer of funds within department appropriations (Bischoff)

Public Works Director Bischoff explained that this is in the landfill account. They are both out of capital improvement money. One is for professional services for a consultant and one for capital equipment that will go to cover the cost of a new mower and mower arm. We have yet to use the current mower this year. Every time they fix it, something breaks.

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Meade made a motion to approve transfer within department at committee level; Schaber 2nd; Roll Call: Ayes – Daniels, Schaber, Meade; Nays – none.

Transfer approved (3-0)

Items not on the Agenda:

With no other business, Daniels adjourned the meeting at 7:13 PM.

Chairman Daniels

Clerk of Council