

Finance Committee Minutes

Honorable Council
City of Newark, Ohio
October 1, 2013

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

Doug Marmie Ryan Bubb
Bill Cost Jr. Curtis Johnson
Carol Floyd

Mrs. Floyd- announced that Mr. Houdeshell is in the hospital having preliminary tests to prepare him for his surgery on Wednesday. He and/or his wife are supposed to stay in contact with Autumn to provide updates.

We wish to report:

1. **Resolution No. 13-84** appropriating and disappropriating monies for current expenses of the Municipal Corporation was discussed.
 - a) A request for an appropriation of the unappropriated balance of the 265, Housing Development Action Grant Fund, in the amount of \$4,000.00 (Covering future payroll costs for HODAG projects)

Account	Description	Amount
265.165.5199	Contingency	\$4,000.00

Director Mauter- we are looking to appropriate some dollars that will allow us to continue to do some work for the HODAG house. Hopefully we will be able to wind down some of the other projects we have been working on, had commitments to and then we will be able to devote more time to this project.

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

Mrs. Floyd- this is the pink house on Hudson Ave and as I understand there is some interest in re-doing it, we will see if that comes through but I know the residents on Hudson Ave hope so. I have been asked about this house almost on a weekly basis for years now so hopefully something can be accomplished.

Motion passed by a vote of 5-0.

- b) A request for a disappropriation of the unappropriated balance of the 265, Housing Development Action Grant Fund, in the amount of \$4,000.00 (Covering future payroll costs for HoDag projects)

Account	Description	Amount
265.165.5299	Contingency	\$4,000.00

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

- c) A request for an appropriation of the appropriated balance of the 232, Transit Fund, in the amount of \$15,000.00 (To fund payroll expenses until all transit requirements are completed)

Account	Description	Amount
232.311.5111	Salaries	\$3,000.00
232.311.5122	PERS	400.00
232.311.5124	Health Ins	1,500.00
232.311.5124.400	Life Ins	8.00
232.311.5126	Medicare	50.00
232.311.5127	Work Comp	70.00
232.311.5199	Contingency	9,972.00

Director Mauter- again we are just looking for some funds, we are down to our last \$1,000.00 that has been appropriated so far for this year to continue to work through the process of consolidating, merging, and closing out of Transit and the 5-6 grants that were associated with the Transit Department that we had upstairs. Hoping that there is some light at the end of the tunnel here, we will just have to stay in touch with our FTA rep, we just can't really get any firm commitment on what we have left to spend. We are coming before you for this amount; I hope that it is an excessive amount and that we don't have to spend that kind of tax payers' dollars but they are there, they are available. I would like to get this appropriated so I don't have to come back later in the year.

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

- d) A request for a disappropriation of the unappropriated balance of the 232, Transit Fund, in the amount of \$15,000.00 (To fund payroll expenses until all transit requirements are completed)

Account	Description	Amount
232.311.5299	Contingency	\$15,000.00

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

- e) A request for an appropriation of the unappropriated balance of the 263, Lead Grant Fund, in the amount of \$7452.66 (Refund of Lead funds to HUD to close out G/L and grant)

Account	Description	Amount
263.163.5238	Services General	\$7452.66

Director Mauter- some housekeeping items here to do. There was a 2007 LEAD grant that was in effect and that was overlapped by a 2009 LEAD grant. The 2007 was completed at the same time that the 2009 was active. Apparently the end of month reports that we all receive from the Auditor's office they were using that same account number, 263, they were using to track all of the funds for both of those grants. As we closed out the 2009 grant here recently we found out that there was still a balance of \$9377.00. So we started doing some investigating. What we found out was that \$1925.00 of that was where we did an over estimation earlier this year because we had to estimate what our expenses would be when we submitted our final draw for the 2009 LEAD grant. We didn't want to estimate short because then it would have to come out of General Funds. That \$1925.00 of that total was easily reconciled with HUD over in Washington. That left a balance of \$7452.66 that you see here and we got with Jackie in the Auditor's office, she was able to drill down into more detail in these accounts and that is what she found out were left over funds from the 2007 grant. Basically we need to pay that back to HUD because we over drew.

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

- f) a request for a disappropriation of the unappropriated balance of the 263, Lead Grant Fund, in the amount of \$7452.66 (Refund of Lead funds to HUD to close out G/L and grant)

Account	Description	Amount
263.166.5238	Services General	\$7452.66

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

- g) A request for an appropriation of the unappropriated balance of the 100, General Fund, in the amount of \$1,000.00 (appropriate donation received for fountain)

Account	Description	Amount
100.124.5271	Bldg/Grounds Maint	\$1,000.00

Director Rhodes- this is a donation that we received towards the new courthouse fountain.

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

- h) A request for an appropriation of the unappropriated balance of the 334, Construction Note Fund, in the amount of \$ 34,617.00 (Service Complex upgrades including impound lot needs)

Account	Description	Amount
334.122.5271	Bldg/Grounds Maint	\$34,617.00

Director Rhodes- this comes out of the Construction Note Fund, we are going to use these dollars out at the Service Complex for new cameras at the impound lot as well as weeding, cleaning and graveling.

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

- i) A request for an appropriation of the unappropriated balance of the 100, General Fund, in the amount of \$1,200.00 (appropriate donation received for Courthouse fountain)

Account Description Amount

100.124.5271	Bldg/Grounds Maint	\$1,200.00
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Director Rhodes- this is a donation that we received towards the new courthouse fountain. Fountain should be delivered Friday.

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

- j) an appropriation of the appropriated balance of the 262, Home Revolving Loan Fund, in the amount of \$2,476.00 (Future payroll needs in Home RLF)

Account Description Amount

262.603.5111	Salaries	\$1,000.00
262.603.5122	PERS	100.00
262.603.5124	Health Ins	350.00
262.603.5124.400	Life Ins	1.00
262.603.5126	Medicare	10.00
262.603.5127	Work Comp	15.00
262.603.5199	Contingency	1,000.00

Director Mauter- looking to appropriate funds that are available through the Home RLF fund that we have up in the Department so we can continue to work on some projects there.

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

- k) A request for a disappropriation of the unappropriated balance of the 262, Home Revolving Loan Fund, in the amount of \$2,476.00 (Future payroll needs in Home RLF)

Account Description Amount

262.603.5299	Contingency	\$2,476.00
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**Motion by Mrs. Floyd, second by Mr. Bubb to send to full Council
Motion passed by a vote of 5-0.**

- l) A request for an appropriation of the unappropriated balance of the 100, General Fund, in the amount of \$1,469.85 (Repair of fence)

Account	Description	Amount
100.203.5271	Bldg/Grounds Maint	\$1,469.85

Director Rhodes- this is an insurance check that we received in regards to a fence that we repaired.

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

- m) A request for an appropriation of the unappropriated balance of the 100, General Fund, in the amount of \$10,000.00 (Initial issuance of uniforms & equipment for 2 new officers)

Account	Description	Amount
100.203.5238.200	Clothing Repair/Replacement	\$10,000.00

Director Rhodes- this is for the initial issuance of uniforms and equipment for 2 new officers.

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

- n) A request for a disappropriation of the unappropriated balance of the 100, General Fund, in the amount of \$10,000.00

Account	Description	Amount
100.202.5111	Salaries	\$10,000.00

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

- o) A request for an appropriation of the unappropriated balance of the 100, General Fund, in the amount of \$877.50 (funds are needed for normally budgeted expenses)

Account	Description	Amount
100.203.5238.200	Clothing Repair/Replacement	\$877.50

Director Rhodes- this is for clothing repair or replacement

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

Mrs. Floyd- asked what kind of clothing and repair they were discussing

Director Rhodes- it would be for the Police Department.

Motion passed by a vote of 5-0.

- p) A request for a disappropriation of the unappropriated balance of the 100, General Fund, in the amount of \$877.50

Account Description Amount

100.202.5111	Salaries	\$877.50
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Motion by Mr. Bubb, second by Mr. Cost to send to full Council

Motion passed by a vote of 5-0.

2. **Resolution No. 13-85** appropriating and disappropriating monies for current expenses of the Municipal Corporation was discussed.

- a) an appropriation of the unappropriated balance of the 231, Probation Grant Fund, in the amount of \$91,974.80 (Items for the new Probation Improvement Grant)

Account Description Amount

231.232.5111	Salaries	\$55,276.80
231.232.5122	PERS	7,738.75
231.232.5238	Service General	8,533.00
231.232.5312	Law Enforcement Supplies	5,415.00
231.232.5536	Computer Hardware	1,500.00
231.232.5300	Office Supplies	625.00
231.232.5127	Worker's Comp	1,398.50
231.232.5126	Medicare	801.51
231.232.5124	Health Ins	10,686.24

Scott Fulton- we recently received a grant from the Department of Corrections that is called a Probation Improvement Grant. We had this grant previously but we collaborated with the County, it did not get renewed so I applied just at the City and we were awarded the grant. This is to set up the accounts to pay for it for the rest of the year. The salaries we won't be able to bill back until July 1 to pay for two positions.

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

- b) A request for an appropriation of the unappropriated balance of the 100, General Fund, in the amount of \$50,000.00 (EMS Supplies & Vehicle Maintenance NFD)

Account	Description	Amount
100.204.5303	EMS Supplies	\$ 25,000.00
100.204.5274	Vehicle Maint	25,000.00

Director Rhodes- this is for EMS Supplies and Vehicle Maintenance for the Newark Fire Department.

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

- c) A request for a disappropriation of the appropriated balance of the 100, General Fund, in the amount of \$50,000.00 (Funds to cover the expenses for EMS Supplies and Vehicle Maint)

Account	Description	Amount
100.205.5111	Fire, Uniformed Salaries	\$50,000.00

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

- d) A request for an appropriation of the unappropriated balance of the 272, License Plate Permissive Tax Fund, in the amount of \$275,000.00 (N Cedar St resurfacing, 30th St at W Church St, Cost over-runs on existing transportation projects with remaining funds)

Account	Description	Amount
272.122.5276	Maintenance of streets-LPPT	\$275,000.00

Brian Morehead- this is a request from the License Plate Permissive Tax Fund. The amount will be used for the City's share of ODOT resurfacing project on North Cedar Street next spring and then the R/W acquisition and R/W acquisition service for the 30th and West Church St intersection

improvement. If there is anything left we will be using it on existing transportation projects.

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

- e) A request for an appropriation of the unappropriated balance of the 153, Compensated Absences Fund, in the amount of \$2,800.00 (Payout for Rebecca Lavendar HR Secretary)

Account	Description	Amount
153.114.5143	Termination Sick	\$ 700.00
153.114.5144	Termination Vacation	1,600.00
153.114.5145	Termination Comp	500.00

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

- f) A request for an appropriation of the unappropriated balance of the 100, General Fund, in the amount of \$2,375.29 (Ammunition supplies)

Account	Description	Amount
100.203.5321	Police firearms supplies	\$2,375.29

Director Rhodes- this is for Police they need ammunition so they can practice.
**Motion by Mr. Bubb, second by Mrs. Floyd to send to full Council
Motion passed by a vote of 5-0.**

- g) A request for a disappropriation of the appropriated balance of the 100, General Fund, in the amount of \$2,375.29

Account	Description	Amount
100.202.5111	Salaries	\$2,375.29

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

- h) A request for an appropriation of the unappropriated balance of the 100, General Fund, in the amount of \$10,000.00 (Monitoring hardware & software, Veterinarian services used in the prosecution of a suspect)

Account	Description	Amount
100.202.5304	Communications Equip	\$7,000.00
100.202.5296	Prosecution of Law Enforcement	3,000.00

Director Rhodes- the first part of it is for more cameras at the Police station, we are updating them, you will see something at Capital Improvement, we are asking for some capital improvement dollars to help upgrade those cameras. The second portion, the \$3,000.00 is prosecution law enforcement.

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

- i) A request for a disappropriation of the appropriated balance of the 100, General Fund, in the amount of \$10,000.00

Account	Description	Amount
100.202.5111	Salaries	\$10,000.00

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

3. **Resolution No. 13-89** appropriating monies for current expenses of the Municipal Corporation with regard to the retention of outside counsel was considered.

Director Buskirk- we have two contracts that expire at the end of the year, Police and Fire. I talked to the Law Director and he is in concurrence so we need to get some money over in the account.

Motion by Mr. Bubb second by Mr. Cost to send to full Council

Mr. Marmie- just for the record the amount is \$20,000.00 and really this is one of the steps that it also has to come through because if it is over a certain dollar amount then Council has to approve it. I don't know if this will be enough but we have kind of talked. As we go along we like to bring this up in pieces so we can get updates as far as negotiations or anything that is going on with legal counsel.

Motion passed by a vote of 5-0.