Finance Committee
Tuesday, February 15, 2022 - 5:00 PM
MINUTES

1. Call to Order

   Committee Chair Ben Lee called the Finance Committee meeting for February 15, 2022 to order at 5:01 pm

   Members Present - Ben Lee, Mayor Chip Dutcher, Cheryl Robertson
   Absent - None

   Staff present - Jack Liggett, Doug Lehner, Dana Steffan, Chief Haroon, Bailey Morlan (Klimchak), Teresa Monroe.

   Public present - Pamela Siekman, Dwayne Siekman

2. Action on Minutes

   a. January 18, 2022

ACTION:	Chip Dutcher moved to Approve; Cheryl Robertson seconded and all were in favor.
AYES:	Benjamin Lee, Chip Dutcher, Cheryl Robertson
NOES:	None
ABSTAIN:	None

Passed 3 - 0

3. Governmental Affairs Representation Consideration / Chip

   Mayor Dutcher said Johnstown has a need for government affairs representation, he has reviewed a proposal and would like to get this going as quickly as possible because things are moving and that what would normally take twenty years, we are going to do in twenty months, said we will be playing catch up for a while and we need additional people added to our team. Pamela and Dwayne Siekman are a government affairs team, they would do both state and federal work for Johnstown and work on our behalf in the executive and legislative branches of government. The Siekmans have provided a proposal with scope of work and were in attendance for a presentation and questions. Terms starting out are a six-month contract at $3,000 per month. The first steps would be to meet and determine top priorities, goals and how best to utilize the team. Ben Lee said definitely, he thinks the

2021 Committee Goals

1. Multi-year CIP Plan; Manager to provide quarterly
2. Get Budget Stabilization Fund back to $500,000
3. Keep water sewer & rate increase to less than five percent
4. Meet annual budget deadlines

success of any arrangement like this is going to be qualified by the ROI that is agreed upon.

ACTION:	Chip Dutcher moved to approve and recommend to council hiring the Siekmans on a six month contract; Cheryl Robertson seconded and all were in favor.
AYES:	Benjamin Lee, Mayor Dutcher, Cheryl Robertson
NOES:	None
ABSTAIN:	None

Passed 3 - 0

The Siekmans were invited to stay for the council meeting at 6:30 pm for discussion or questions from the balance of council.

4. Finance Director

    a. Bank to Book

    Finance Director Dana Steffan noted the large loss of $50,000 in investments from Fifth/Third securities and said she would be speaking with them to get more information.

5. Logan Malone - Refund Request (P&Z Variance Application)

    Planner Bailey Klimchak provided background; Mr. Malone's Variance application was denied and now he is requesting his application fee be refunded. Ms. Robertson said the answer for her would be no, he went through the process, there was no promise that he would get it. Mr. Lee said that is similar to what he communicated to Mr. Malone in December. The fee is for various items with respect to reviewing the application, the execution of the hearing and by no means is the application fee any kind of guarantee of passage or acceptance or conditions that are favorable one way or another; he is on the no side as well. Mayor Dutcher said he completely agrees and will leave it at that.

ACTION:	Benjamin Lee moved to deny the refund request; Chip Dutcher seconded and all were in favor.
AYES:	Benjamin Lee, Chip Dutcher, Cheryl Robertson
NOES:	None
ABSTAIN:	None

3 - 0 Refund request denied.

6. Joe Ciminello - Fee Waiver Request (2nd P&Z Submission)

    Planner Bailey Morlan provided history. Joe Ciminello's Preliminary Plat application for the completion of the Concord Crossing East development was discussed and reviewed thoroughly by Planning and Zoning and city staff. Many changes were made but ultimately that application was denied. Joe Ciminello has since taken the recommendations of Planning and Zoning and made further changes and has submitted a second application for Preliminary Plat. Ms. Robertson asked what he had paid. Mr. Ciminello paid $19,100 for the first application fee and $17,200 for the second. Mr. Ciminello previously requested a waiver on the second application fee but did submit it and would like it to be refunded.

Discussion on calculation of fees. Ms. Robertson advised caution on this and setting precedence. Mr. Lee said he thinks the fee is the fee; Ms. Robertson said she agrees, he will need to pay both. Mayor Dutcher said he agrees; said that time was spent by staff reviewing the submission and he (Mr. Ciminello) should have spent more time working on it and not rushing it through, it may have gotten a different reaction. The reality is that he will need to pay twice because it got submitted twice.

ACTION:	Benjamin Lee moved to deny the refund request or waiver; Cheryl Robertson seconded and all were in favor.
AYES:	Benjamin Lee, Chip Dutcher, Cheryl Robertson
NOES:	None
ABSTAIN:	None

3 - 0 Refund request denied.

7. Draft Resolution Review & Recommendation - Additional sick hours for Covid related illness

    a. **RESOLUTION 2022-09** A RESOLUTION GRANTING ADDITIONAL SICK HOURS TO EMPLOYEES

    Mayor Dutcher said there had been a number of employees with the need to stay home this year due to Covid-19; Resolution 2022-09 was written as a way of addressing this. Discussion on the city's sick leave accrual; Jack Liggett noted that two new employees who did not have any sick leave time built up were off with Covid earlier in the year. City policy and draft resolution wording was reviewed and discussed, conversation to continue with the balance of council. Doug Lehner brought up the idea of a Covid sick hour line item on employee paystubs for tracking; Dana to look into the possibility.

ACTION:	Benjamin Lee moved to request this be tabled and brought back up in two weeks; Cheryl Robertson seconded and all were in favor.
AYES:	Benjamin Lee, Chip Dutcher, Cheryl Robertson
NOES:	None
ABSTAIN:	None

Passed 3 - 0

8. Opioid Settlement Update / Dana

    a. One Ohio Opioid Settlement Information

    Finance Director Dana Steffan said she attended a webinar on the OneOhio Initiative and the opioid settlement information. Ms. Steffan provided information on the breakdown of money available; fifteen percent of the money will go to the State of Ohio to assist with opioid treatment and education. Thirty percent will go to local governments directly, she believes Johnstown would receive $18,573.80 (for distribution over twenty years) and the remaining fifty-five percent would go to the OneOhio Recovery Foundation which will allocate the funds to nineteen regions within the State of Ohio. Right now they are just gaining interest to see who would like be involved.

9. State Capital Budget / Ben

Submissions for the State Capital Budget are due by March 18th. Planner Bailey Morlan said she is preparing applications for a splashpad and an amphitheater.

10. Impact Fees / Ben

    Will be added to the committee's list of goals.

11. Income Tax Ballot Initiative

    Will be added to the committee's list of goals.

12. Goal Review - 2021 / New 2022

    Decision to keep the first four goals and add the two previous items.

13. Other Business

    1. Dana Steffan said she was approached by a member of the Greater Johnstown Area Parks and Recreation District, Jeff Barr, who asked if while they are waiting on their 501c3 status to be approved, would it be acceptable for the city to cash donation checks they are receiving and hold in a separate fund to be paid back to them when they are able to set up an account. Committee consensus was that it did not feel right and the legality of it should be checked into; committee advised the district to seek direction from the Auditor of State.

    2. Dana Steffan said she has an outstanding invoice from EMSI for $8,000 that needs to be paid; the contract was signed by former manager Jim Lenner for an annual subscription. Data was used during the Mobility Hub grant process but will auto-renew and we now need to decide whether or not it will be a tool we will continue to use. Staff to check with Mobility Hub partners to see if it may still be useful to them.

14. Adjourn

    Ben Lee moved to adjourn, Chip Dutcher seconded and all were in favor.
    Motion passed 3-0.

    Meeting adjourned at 6:25 pm