



Finance Committee Meeting
Wednesday, November 6, 2024 - 5:00 PM
AGENDA

1. Call to Order/Roll Call
2. Action on Minutes
 - a. August 6, 2024
 - b. August 20, 2024
 - c. September 17, 2024
3. Refuse Contract
4. Budget 2025
5. Other Business
6. Adjourn



Finance Committee
Tuesday, August 6, 2024 - 4:30 PM
MINUTES

1. Call to Order/Roll Call

Committee Chair Donald Barnard called the Finance Committee meeting for August 6, 2024 to order at 4:35 pm

Members Present - Don Barnard, Bob Orsini, Jeff Barr (arrived 4:39 pm)

Absent - None

Staff present - Sean Staneart, Dave Delande, Rusty Smart, Tiffany Hollis, Dave Selan, Teresa Monroe.

Public present - Nick Hubbell

2. Action on Minutes

a. July 2, 2024

ACTION: Bob Orsini moved to approve as written; Donald Barnard seconded and all were in favor.

AYES: Donald Barnard, Bob Orsini

NOES: None

ABSTAIN: None

Passed 2 - 0

3. Funding for repair of control box for Clark Drive traffic signal

Decision to repair the control box; estimate is \$50,000 - \$60,000. Money is already in CIP and would not need to be appropriated. Direction to repair and take the funds from CIP.

4. AEP overhead/underground lines

Sean Staneart updated the committee on the cost for overhead lines versus underground. \$31,000 overhead line cost, \$121,000 underground cost, the city would have to pay the difference of \$90,000. Committee decision not to pursue.

5. Economic Assistance Program

Discussion on an Economic Assistance Program for residents who live and work in Johnstown, and would be most affected by a tax increase if it passes. Discussion on a payment in the amount of \$250 to any resident with an annual salary \$20,000 - \$75,000. Individuals could apply in the year available, the program would have five year sunset.

ACTION: Donald Barnard moved to go forward with the economic assistance program of \$250 for people who make at least \$20,000 not to exceed \$75,000; Jeff Barr seconded and the vote was as follows:

AYES: Donald Barnard, Bob Orsini, Jeff Barr

NOES: None
ABSTAIN: None

Passed 3 - 0

6. Other Business

1. Discussion on city vehicle use, Dave Delande passed out a copy of Dublin's policy for committee review, he suggests mirroring it. Direction given to Dave to have something written up for Johnstown.
2. Further discussion on the JYAA entrance. Jeff Barr said that in talking with board members, the city departments use that driveway to gain access to city property, city well-heads etc. they wanted to make sure that information was shared. They are asking for assistance in funding for a concrete apron. Mr. Selan said he has preliminary calls out to businesses for funding. That if two-thirds of it could be funded through private donations, that might be more palatable to the city, Monroe Township and JYAA to lift the other third. He said he put the entire \$14,000 out there as an ask. An update can be given at the September 3rd meeting.

7. Adjourn

ACTION: Donald Barnard moved to adjourn; Bob Orsini seconded and all were in favor.
AYES: Donald Barnard, Bob Orsini, Jeff Barr
NOES: None
ABSTAIN: None

Passed 3 - 0

The meeting adjourned at 5:29 pm.



Finance Committee
Tuesday, August 20, 2024 - 5:00 PM
MINUTES

1. Call to Order/Roll Call

Mayor Barnard called to order the August 20, 2024 Finance Committee meeting at 5:03 pm

Present - Donald Barnard, Bob Orsini

Absent - Jeff Barr

Staff present - Sean Staneart - City Manager, Dave Delande - Finance Director, Jack Liggett - Service Director, Rusty Smart - Chief of Police, Dave Selan - City Council, Wesley Kobel - City Council, Teresa Monroe - Clerk of Council

Public present - Miss Kobel

2. Review of Appropriations Legislation

Finance Director Dave Delande reviewed line items in Ordinance 22-2024 for realignment of money already appropriated as well as necessary appropriations still needed. He said the main part of this is the Finance Assistant that the city hired, it is adjusting funds that were already appropriated in the contract with Integrity. He reviewed new appropriations from the water and sewer enterprise improvement funds; for planning and legal on the water and sewer expansion sites, he noted "flow through" amounts that will be paid by Granville and Alexandria for their portion of the study. Additionally, the \$160,000 is for invoices still owed to Jacobs Engineering for the water plant expansion. Mr. Staneart said that when we secure the loan, that will be repaid. Mr. Delande noted that we might need additional funds for this line, after more review, he may need to increase this before second reading. Mr. Orsini said that this makes sense to him, the nuts and bolts stuff as far as moving Integrity as well as the movement of funds from water and sewer to support the study and planning of the potential future expansion. Mr. Staneart asked if the lobbyist proposal was included as well; Mr. Delande said yes, the appropriation is made up of some legal fees for sewer and water, the lobbyist and also planning. Mr. Orsini said they might consider separating the JAG components from the administrative realignment, if council members have a difference in opinion, it could stall the legislation. The Ordinance is on the council agenda for introduction tonight.

3. Local Waste Contract

Discussion on whether to renew the refuse contract with Local Waste or put the contract out to bid. Local Waste provided some comparative pricing for other communities that include recycling in their base rate. They said they would be happy to extend the existing contract at \$18.78 per month, which is a 10% increase to the existing base rate of \$17.07. Some discussion on how they handle a resident that moves out and leaves an unpaid bill, as well as a couple other questions for them.

4. Cea Media - Subscriptions

When media relations were previously approved by council, it was requested that Cea Media get approval for any add on subscriptions. Frank Cea provided the committee with a breakdown of minor subscription costs for a new website platform, plugins for calendar events and email marketing. Mr. Barnard said at the bottom end it is \$827 a year, at the top end it is \$917 for all of it. Dave Delande said he is sure there is budget money already appropriated that could be used for this. Committee will bring to full council.

5. Other Business

1. Jack Liggett said the water department lost another high service pump that pumps to the towers, they were down to one pump, they got one back in and was just reinstalled. He guesses that the repair on the second one that went down is going to be between \$35,000 - \$40,000. They also lost a lime sludge pump which will be between \$50,000 - \$60,000 to replace. Both items are original to the plants and are thirty years old.

2. Jack Liggett asked for direction on some lights at the American Legion Hall, lights that do not belong to AEP, that used to be light over the tennis courts, now are the lights over the parking lot. One of the poles is rotted and has fallen, the other will likely come down in the next wind storm, he would like to get it down. He asks if that work belongs to the Legion because they lease the building or if they are ours to fix and repair, if so, he can get quotes. After review of the lease, responsibility for those lights is not determined, Mr. Liggett directed to have a conversation with the Legion to find out if they want to keep the lights and repair them, Jack said if not, he will get them removed.

6. Adjourn

No further business, motion to adjourn passed 2-0. The meeting ended at 5:42 pm.



Finance Committee
Tuesday, September 17, 2024 - 5:00 PM
MINUTES

1. Call to Order/Roll Call

Committee Chair Donald Barnard called the Finance Committee meeting for Tuesday, September 17, 2024 to order at 5:08 pm

Members Present - Don Barnard, Bob Orsini, Jeff Barr

Absent - None

Staff present - Sean Staneart, Dave Delande, Rusty Smart, Wes Kobel, Dave Selan, Teresa Monroe.

Public present - Nick Hubbell

2. Concord Crossing Watershed Study Proposal

a. Proposal

Sean Staneart reviewed a proposal from EMH&T for preliminary engineering on the Concord Crossing Watershed Study at a cost of \$37,960.00. This study has to do with the flooding at the dog park, the mastodon area and all the way to Pratt Street where it meets Ford Street; it also has to do with the new Concord East retention pond and the outlet and spillways. This study will not fix the problem, but will give a clear picture of what is going on. This was recommended to finance by the Safety & Service committee, to look at the finances and see if we had them this year, committee review of CIP funds available. Jeff Barr prompted discussion on the City Engineer, he said EMH&T is on the high end of engineering firms in Franklin County and asked if there were Licking County firms we could hire for this, he would like to see some other firms get our public dollars. It was noted that EMH&T was named the city engineer at the beginning of the year however it is not exclusive. Mr. Staneart asked Mr. Barr if he had Licking County firms to recommend; Mr. Barr said he would email him some that he has worked with. Committee members would like to see the results of the tax levy prior to making the decision on spending.

3. MKSK Design Guidelines Proposal

a. Proposal

Previously, MKSK presented to council members a Design Guidelines proposal for Johnstown in the amount of \$82,500, they have sent it to finance. Committee discussion on using \$42,000 from line item 10004103490000 for professional services for 2024 and then budgeting the balance in 2025. No council action needed since this money is already appropriated for this year.

4. Six month financials, through June 2024 - Finance Director

Dave Delande passed out his 2nd Quarter Financial Overview report to recap the main operating funds and enterprise funds and where we stand half way.

Mr. Barnard asked what the \$395,457 miscellaneous line item in the water improvement fund was. Dave Delande said that money was from the sale of property, and that it is seen down in the sewer improvement fund also. Mr. Barr asked for further details: Mr. Barnard said it was from the sale of the Enterprise Center on Duncan Plains, it was sold earlier this year and the Port Authority and the city received the money. Mr. Barr asked why the money was appropriated to water and sewer. Mr. Staneart provided background; when the Port Authority made their investment, they said they would put in the road and some of the purchase of the property. The city commitment to that project was water and sewer lines, at that time, the city took out a loan to pay for water and sewer lines to be run to that particular area. When the sale of the property finally went through, the money was put back into water and sewer because it took on the debt to facilitate that development. Mr. Barr asked if the \$395,457 times two was one hundred percent of that money or is it a percentage of the total amount. Mr. Staneart said it is a percentage, Mr. Delande said that they allocated the other roughly \$200,000 of their initial investment back to the Capital Debt account that we were paying it from. Mr. Barr asked if that money and this money accounted for one hundred percent that we got from the sale, Mr. Delande said yes. Mr. Staneart said we did not go back in and pay off the debt, the debt is still there, but this money will be sitting there and his emphasis is to utilize these funds to pay for investments that bring back additional revenue, by way of additional customers or not needing to borrow money for specific projects and utilizing these funds. Mr. Barr asked Mr. Staneart to keep the finance committee informed on how the money is spent, Mr. Staneart said he would let them know when that fund is being looked at for expenditure.

Mr. Delande resumed highlighting items in his reports.

5. Budget 2025 Timeline review - Finance Director

Mr. Delande passed out the 2025 Budget Calendar and reviewed the timeline. Discussion on the effects of the tax levy if it fails again relative to road repairs. Sean Staneart said we will continue to tread water, the current will move us backward faster than we can row forward, but it doesn't mean we are not doing anything, we will still be able to do projects, just not at a rate that will keep up with aging infrastructure. With a Capital Improvement budget of \$400,000, it will not keep up. Mr. Staneart said he had asked Jack Liggett to give him a list of three projects we could submit for OPWC funding, they have previously looked at Douglas Street. Mr. Staneart said he would be concerned with doing a project that exhausts the entire budget of \$400,000, when that is allocated and the project starts, the unexpected happens, you need to have money in reserve for the unexpected and for opportunity so some money should stay there for those situations.

6. Other Business

No further business.

7. Adjourn

Mr. Barnard moved to adjourn, Mr. Barr seconded and all were in favor. Motion passed 3-0. The meeting adjourned at 6:05 pm.