



Finance Committee Meeting
Tuesday, January 21, 2025 - 5:00 PM
AGENDA

1. Call to Order/Roll Call
2. Action on Minutes
 - a. September 3, 2024; October 1, 2024; October 15, 2024; October 28, 2024;
3. Purchase and Lease contract review & discussion
4. Other Business
5. Adjourn



Finance Committee
Tuesday, September 3, 2024 - 5:00 PM
MINUTES

1. Call to Order

Committee Chair Donald Barnard called the Finance Committee meeting for September 3, 2024 to order at 5:05 pm

Members Present - Don Barnard, Bob Orsini

Absent - Jeff Barr

Staff present - Sean Stanearth, Dave Delande, Rusty Smart, Dave Selan, Tiffany Hollis, Mike Keller, Teresa Monroe.

Public present - Frank Cea, Nick Hubbell, Kevn Saghy, Aaron Underhill, Kyle May, Jamie McNally

2. Fire Lane Agreement

Sean Stanearth said in 2023, a commitment was made to Tech International for paving of a fire lane, a quote from the asphalt company last year was around \$48,000. Mr. Stanearth said he has had a verbal conversation with Tech, they think the estimate will now come in double that. If agreeable, the city can move forward executing the agreement with the price tag associated. His recommendation is they sign the agreement, we sign the check, the city is not constructing, this is not our project, we are just facilitating the contribution that was committed. Mr. Barnard said originally there was going to be a round-a-bout so we will save millions of dollars at this point, committee has received a copy of the draft agreement. Sean said this is not a free gift to Tech International, this is the collaborative effort that we make all the time with companies that are going to produce an income tax for the city over a long period of time and generate the revenue that we need, similar to the PD district and infrastructure improvements. Sean said next steps are further Law Director review, and if the committee is agreeable, some type of motion authorizing us to move forward with the generalities of the agreement, the specifics will be brought back for review prior to signature. Discussion on available funds in CIP and items already committed to come out, Sean said they should not have to appropriate but that fund will be pretty exhausted by the end of year. Bob Orsini asked if there was a reason to move quickly, he would like to see the completed agreement and see the bid. Sean said he understands the hesitation and would also prefer to see the bid, it was a verbal conversation. He said that Tech did say they would go back to the companies that submitted the bid to see why the numbers changed so drastically. Sean said if they want to sit on this for a week, to get the actual agreement all the way through with legal counsel and get those bids back from the companies, he thinks we can wait until the next council meeting.

3. CEA Media Newsletter cost

Frank Cea shared the quote from Smartbill for the cost to send the newsletter out with the water bills; for 2300 copies, it is \$833.75, if they intend to get extra copies to distribute around town, he would suggest a not to exceed budget of \$925-950. This cost is per

publication (quarterly). Frank shared some of the content that would be in the newsletter.

4. Refuse Contract

Sean Stanearth said that at last meeting there was discussion on options for renewal with Local Waste without bidding. Some of the questions that arose have been answered by other companies that have shown interest. Shackelford said that they do provide recycling and thought they could come in competitively on cost. Sean said there is potential for cost savings if we put out to bid, they would need to work through the bid package for what exactly is wanted. He said he could get more feedback when Rumpke replies back, so at this point committee needs to decide if they want to hear more back from the other companies or if they want to move forward with negotiating renewal. Committee decision to recommend that the refuse contract go out to bid.

5. Resident Q&A – No questions

6. Other Business

1. Kevin Saghy and Frank Cea reviewed a channel and content plan, shared data gathered on social media subscribers and a preview of the newly designed website which should be more complete by the 17th.

2. Sean addressed the Dog Park area flooding, a bid came in at \$11,700.08 to put in an under drain. He said this will not be the best solution, but is the best we can do with a bad situation, until we can talk about a larger, long term solution, our engineers have reviewed it. The money is in CIP, no need for appropriation.

3. Time to begin budget 2025, Dave Delande will have a timeline next meeting.

7. Adjourn

ACTION: Donald Barnard moved to adjourn; Bob Orsini seconded and both were in favor.

AYES: Donald Barnard, Bob Orsini

NOES: None

ABSTAIN: None

Passed 2 - 0

Meeting ended at 5:53 pm



Finance Committee
Tuesday, October 1, 2024 - 5:00 PM
MINUTES

1. Call to Order/Roll Call

Present - Donald Barnard, Bob Orsini, Jeff Barr
Absent - None

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

Public present - Nick Hubbell

2. Concord East - underdrain cost distribution

Sean Staneart said the total engineering and construction cost of the underdrain to provide a short term solution, that could last for quite some time, is engineering \$4,000 and construction \$11,776.00 for a total cost around \$15,000. There is really no other alternative unless they want to start getting into hundreds of thousands of dollars. He added that this drainage issue happened when a water line the city requested and was having installed took place, however he believes the roadway being installed by Schlabach has added some cost to the project, he has asked them for some type of contribution to this because of the elevation they increased on their end. They have come up with Johnstown paying eighty percent and Schlabach twenty percent of the cost. The city would be responsible for \$ 12,000 (\$3,240 engineering and \$9,420 construction), Schlabach responsible for \$3,000. The drain work has been completed, this is the financial piece that needs to be decided. The money is in CIP and would not need to be appropriated, this conversation is are you agreeable, from a modified developers agreement, to have Schlabach's participation be twenty percent and ours be eighty. Committee direction to ask Schlabach to contribute thirty percent.

3. Fire Lane Agreement

Sean Staneart said the direction he needs is, is this agreeable, this is another contract we are potentially entering into, are the numbers in it appropriate. The estimate from Project Architectural is \$101,000 for repaving the fire lane to accommodate regular traffic rather than just fire lane access. The \$49,000 estimate was the quote from AJ Asphalt a year and a half ago. Mr. Barnard asked if anyone had sought a new quote from AJ Asphalt, Mr. Staneart said that was not one of the new quotes provided by Tech. Jeff Barr asked if the city was obligated to do this. Mr. Barnard provided background that this originated from the traffic circle that was originally supposed to go in at Sportsman's Club Road. Finance committee did not recommend spending all that money on a traffic circle that was pretty much outdated because it was designed before the Intel announcement. Part of the reason Tech picked this location for expansion was because the roundabout was going to fix what they see as a traffic issue, so instead of spending two million dollars on a traffic circle, this is a different route to help with their traffic and is agreeable to Tech. Jeff Barr said to his knowledge, this has not gone to council as a whole, they are not legally obligated to do this, it is more out of partnership with a longstanding and supportive corporate business

partner and it could be anywhere from \$50,000 to \$110,000. Also asked if is this something that should be discussed with full council to give direction to the manager. Mr. Barr asked if this paves a portion or the whole thing; Mr. Stanearth said the whole old fire access, it would no longer be a fire access, it would be a useable access to get traffic flow in and out of their facility, it would be a private drive. Committee would like to have further discussion in Executive Session with full council.

4. Other Business

1. Jeff Barr said he would like to see an update of where our credit rating is and a two to three year history of ups or downs.
2. Jeff Barr inquired on the audit process. Dave Delande said that 2020-2021 has not been closed by the state yet; 2022-2023 is in process now. Mr. Barr asked for an overview to be provided, Finance Director to provide a status report on 2020-2021 audit and a timeline for current 2022-2023 audit.
3. Upcoming committee meeting schedule discussion to begin budget 2025.

5. 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

Meeting adjourned at 5:42 pm.



Finance Committee
Tuesday, October 15, 2024 - 5:00 PM
MINUTES

1. Call to Order/Roll Call

Committee Chair Donald Barnard called the Finance Committee meeting for October 15, 2024 to order at 5:05 pm

Members Present - Don Barnard, Bob Orsini, Jeff Barr
Absent - None

Staff present - Sean Staneart, Dave Delande, Jack Liggett, Rusty Smart, Dave Selan, Ryan Green, Teresa Monroe.

Public present - Nick Hubbell, David Tiggett, Charles Wise, Dr. Philip Wagner, Tim Swauger

2. Legislation Review

- a. **RESOLUTION 2024-38** A RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY AUDITOR
Committee review of legislation for council agenda tonight, this is given to the city by the county, no questions.
- b. **RESOLUTION 2024-39** A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AND EXECUTE CONTRACTS WITH THE DIRECTOR OF TRANSPORTATION TO COMPLETE RESURFACING AND RELATED WORK INSIDE THE CITY OF JOHNSTOWN
Committee review of legislation for council. Sean Staneart said this is for the traffic signal at Leafy Dell as well as the resurfacing project from the corporation limits on SR 37 to the south side of Johnstown near the city administrative building, paving to take place in 2026. The total estimated project cost is \$1.7 million, our local match is \$339,435. This legislation says we will commit to the project so they can move forward with the hard costs associated with it. Bob Orsini asked if this would affect the crosswalk improvements previously discussed in the downtown. Sean Staneart said we would want to have any improvements in place prior to the resurfacing project, it is not known if we can achieve that, it depends on the income tax passing. Some discussion on the potential to expand the ODOT project to include the crossing improvements. Sean to check with ODOT on expansion of their project and if they would do the design and engineering associated with downtown crosswalks and curbing. Discussion on previous conversations on roundabout versus traffic light at Leafy Dell Road.
- c. **RESOLUTION 2024-41** RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A DEVELOPMENT AGREEMENT WITH TECH INTERNATIONAL LLC AND IWR HOLDINGS LLC (COLLECTIVELY TRC)
This resolution authorizes the City Manager to enter into the development agreement with Tech as previously discussed. This legislation is on the council agenda tonight. Mr. Staneart said if expanded conversation on this is desired, they could go into the Executive Session for more specific details.

3. Bond Rating

David Tiggett and Charles Wise with KeyBanc Capital Markets Inc. attended to provide a credit rating update to the committee. Mr. Tiggett reviewed the city's bond rating history from 2015 to 2024 which steadily declined from a Moody's A2 rating to its rating being withdrawn in 2024 due to delayed financial audits, declining financial reserves and liquidity and reliance on sensitive income taxes. Mr. Tiggett said removal of the rating may be a blessing in disguise, it is better than being downgraded further. If the city can get its audits in place, the rating agencies are comfortable reassessing the rating, they might be able to get the city back in to the A2 category because of the growth and increase in income tax revenue.

4. Financial Audit updates

Finance Director Dave Delande said he spoke with the State Auditor, they are hoping to complete 2020-2021 next month, this is also delaying the city's 2022-2023 audit report. Mr. Delande said he thinks switching to an annual audit rather than two-year would be beneficial to the city.

5. Budget 2025

Mr. Delande provided materials to committee members, looking at revenue through September we are about 7 1/2% above budget. He is projecting a 3.4% increase for 2025 to generate approximately \$100,000 in additional income tax revenue, 72 % of that will go to the General Fund and 28% to Capital Fund. On the expenditure side, he met with health insurance, we are looking at about an 18% increase in coverage, normally it is a 10-12% increase, however positively, when we switched last year, we had about a 13% decrease, so cumulative over a two year period it is about a 6% increase. Employees will be paying an additional 5% contribution across the board for a total 10% of the premium. Committee will see the first look at the budget end of the month.

6. Local Waste Contract

The contract is up at the end of the year, the city does have the ability to renew. Currently, if we choose to renew the contract, our rate would increase to \$18.78 per month, which is a ten percent increase. A concern or calculated risk of putting this out to bid is that bids could come in higher than the renewal rate offered. Sean Stanearth shared pricing of other communities that have recently gone out to bid, most were higher, ranging from \$19.95 - \$29.96. Committee discussion and recommendation to council for renewal. Committee direction to ask Local Waste if the rate could be locked in for five years instead of three.

7. Executive Session to consider the purchase or sale of property

ACTION: Bob Orsini moved to enter Executive Session to consider the purchase or sale of property, to include the committee, City Manager, School Superintendent and School Board President; Jeff Barr seconded and the vote was as follows:

AYES: Bob Orsini, Mayor Barnard, Jeff Barr

NOES: None

ABSTAIN: None

Passed 3 - 0

8. Executive Session to discuss Confidential Business Information of an Applicant for Economic Development Assistance

ACTION: Bob Orsini moved to enter Executive Session to discuss confidential business information of an applicant for economic development assistance, to include all members of finance committee, City Manager, School Superintendent and School Board President; Jeff Barr seconded and the vote was as follows:

AYES: Donald Barnard, Bob Orsini, Jeff Barr

NOES: None

ABSTAIN: None

3 - 0

Council entered Executive Session at 5:52 pm and returned to Regular Session at 6:35 pm.

9. Other Business

No further business.

10. 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 6:35 pm.



Special Finance Committee
Monday, October 28, 2024 - 8:00 AM
MINUTES

1. Call to Order/Roll Call

Committee Chair Donald Barnard called the Special Finance Committee meeting for Monday, October 28, 2024 to order at 8:04 am

Members Present - Don Barnard, Bob Orsini
Absent - Jeff Barr (joined by phone)

Staff present - Sean Stanearth (remotely), Dave Delande, Jack Liggett, Rusty Smart, Ryan Green, Teresa Monroe.

Public present - None

2. OPWC applications

Sean Stanearth reviewed projected CIP fund balance of \$283,000 at the end of year, he said this is a conservative number, there is potential for an additional \$40-50,000 from revenue that is not included, so balance could be higher at year end. Anticipated revenue for 2025 is \$470,000 so total anticipated CIP fund balance is \$753,000. Quick note of other project commitments from CIP (Leafy Dell traffic signal).

Review of OPWC project options:

1. Douglas Street, total reconstruction, anticipated cost at this moment is \$1.2 - 1.3 million, waiting on EMH&T to give exact cost this week as they put together the applications. Sean said three buckets pay for this; 1) local participation \$312,000; 2) loan \$400,000; 3) grant request \$488,000 which gives a loan payment of \$28,000 per year amortized over fifteen years.

2. Mill and fill multiple streets, reviewed at Safety and Service, total cost estimate is \$350,000. 1) local participation \$91,000, out of 2025 budget; 2) no loan; 3) grant request \$259,000.

Sean said he does not know how these will score but we can put it out there. Committee could recommend to council that we do both projects, if awarded both, the total liability would be \$411,000. Committee could recommend one or the other, or neither, or recommend moving around the "buckets" for city participation/loan/grant amounts.

Bob Orsini asked how the roads in the mill and fill project were chosen. Jack Liggett said because of the short duration we have to get this in, he chose these specific roads because they did not require any curb, gutter, water line repair and initially saw no sidewalk work needed. It also would take care of the entire northwest quadrant, everything west of Edwards Road and Main Street. Additionally, these are all short roads, it is hard to

get contractors to bid on short roads/smaller jobs, so by packaging them all together, he hopes to get more contract interest and a better price.

Jeff Barr said that Safety and Service recommendation was to do both projects as Sean described.

ACTION: Bob Orsini moved to recommend OPWC projects as written to council;
Donald Barnard seconded and all were in favor.
AYES: Donald Barnard, Bob Orsini
NOES: None
ABSTAIN: None

Passed 2 - 0

Sean Stanearth said there is a good possibility there will be a little bit of variation associated with the final application submitted to OPWC, he asked if the percentages stay the same, are they still ok with him moving forward, this can be reflected in the Resolution. Committee decision to bring to full council at the special meeting tonight, under other business.

3. Other Business

4. Adjourn

A motion to adjourn approved, meeting ended at 8:38 am.