



Special Finance Committee
Thursday, May 20, 2021 - 9:00 AM
MINUTES

1. Call to Order

Committee Chair Benjamin Lee called the Special Finance Committee meeting for May 20, 2021 to order at 9:00 am.

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

Staff present - Jim Lenner, Dana Steffan, Jack Liggett, Chief Haroon, Teresa Monroe.

Public present - None

2. Water Plant Expansion (Jack)

Jack Liggett said he met with the new Hydrologist, Eagan and Associates who took all the information from the well testing, they have confirmed that we can get two million gallons a day out of the well field and possibly more; could do more testing over the years to see if that third million is there and available and out of what aquifer. Jack Liggett said there is an RFP almost ready to go out to different engineers so they can give ideas and thoughts on how to expand the plant; Mr. Liggett said he would have it ready in the next two weeks if Council desires to move forward. Mr. Lenner said although staff is comfortable with Prime for the wastewater plant, for various reasons they are not comfortable with them doing the water plant work so will be seeking another firm for that. Mr. Liggett said the reason this was not just handed off to Prime was that with their other work and the construction of the sewer plant, the village wants a firm it feels confident can give one hundred percent and work in the timeframe it needs to be done; Mr. Liggett added that it is not that Prime doesn't have the ability, but it is unknown if they have the staffing to do two major project plus handle all their other customers. Mr. Liggett said claricones are not one of the most common types of plants in Ohio so he plans to set up a couple tour dates for engineers to come in and walk through the facility to look at the system. Mr. Liggett added that the RFP does not commit us awarding to any individual person, it will just let us review who has the best plan and then we can begin negotiation on engineering and plant costs. Ms. Steffan asked about cost, Mr. Liggett said this does not lock us into any number at this stage.

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

ACTION: Benjamin Lee moved to go forward with the RFP for the water plant; Chip Dutcher seconded and all were in favor.
AYES: Benjamin Lee, Chip Dutcher, Cheryl Robertson
NOES: None
ABSTAIN: None

Passed 3 - 0

Resolution for RFP to Council at next meeting.

3. Fireworks Event 2021 Considerations (Ben)

Ben Lee provided updates on the event planning:

- Committee has food trucks wanting to commit; Hamburg, the fireworks company is all set; Village has \$2500 in the account for this year, everything from last year was carried over; \$300 balance due to be paid which is a price increase from last year to this year.
- Outstanding Items to pay for:
 - The \$300 difference in cost
 - Porta-johns, Jack needs a number, Ben working on getting that estimate.
 - Chief has a new security plan, areas need to be roped off, needs approximately 5000 feet of rope or tape - estimate \$200; need 500 stakes - estimate \$500 and no parking signs - \$50 also cleanup items, gloves, trash bags, cardboard trash cans

Mr. Lee estimates \$1100 or \$1200 in costs, not including the porta-johns.

- Discussion on ordering extra trash bags, gloves and cardboard trash cans x20. Doug Lehner working on contacting service organizations for after event cleanup/trash collection.
- Discussion on getting a dumpster from Local Waste - cost estimate \$300; staff to coordinate asking them donate.
- Discussion on Sandwich boards/signage to mark handicap parking; ask American Legion members for a couple volunteers to monitor the handicap parking lot.
- Insurance rider cost is \$250 for this event.

Mr. Lee to discuss some follow up items with the school; among them preference on dumpster location.

4. ARP Fund Distribution / Treasury Guidance (Jim/Dana)

Finance Director Dana Steffan said there are four basic categories money is available for:

1. To respond to public health emergency or its negative economic impacts.
2. To respond to workers performing essential work.
3. For the provision of Government services to the extent of the reduction in revenue.
4. To make necessary investments in water, sewer or broadband

Much more detail included in the one hundred and fifty pages. Ms. Steffan said no money has been received yet; the village expects to receive \$500,000 this time and same amount next May, about a million all together. No resolution of Council is necessary to create the separate account to hold the money.

5. RAISE Grant Application for Mobility Hub (Jim)

Jim Lenner said he thinks help will be needed on quantifying effects of reduction in transportation services, does not think that is something we can do. In addition to the \$20,000 Council ok'd from ARP funds, Mr. Lenner asks for consideration of another up to \$15,000 to have Hull & Associates on call for those transportation items as they come up. Mr. Lenner said he has created an outline on what needs to be addressed in the grant, if the village wants this to be the best application, he will need assistance from Hull. This project total would be not to exceed \$35,000. Added that a private company is donating \$15,000 to expand the concept plan from the five acre site to the entire twenty seven acre site.

Mr. Lee state the motion would be to approve an additional \$15,000 from the Budget Stabilization Fund to be backfilled by the ARP funds when they are received. Mr. Lenner said it would be a not to exceed, if he only needs five thousand that is all he will use.

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

Passed 3 - 0

Mr. Lenner said if anyone is interested in getting in on this and would like an assignment to let him know, he will take the help; Mr. Lee said he was in and to let him know what is needed.

6. Lexipol Annual Renewal Cost (Chief)

Chief Haroon said Lexipole is what PD use for policies, daily training bulletins, annual law enforcement supplemental manual, and their annual law enforcement procedure manual. Lexipole is paid to create and update the policies; once reviewed and enacted, Officers are trained to ensure compliance with the policies. Chief said this was something new to

Johnstown last year, it has a recurring cost of \$5,025.00; said he failed to create a line item budget for it last year and needs to humbly request the money to make sure the policies get paid for; he will ensure it gets added to his line items next year.

ACTION: Ben Lee moved to Approve the \$5,025.00 expense for Lexipole; Cheryl Robertson seconded and all were in favor.
AYES: Ben Lee, Chip Dutcher, Cheryl Robertson
NOES: None
ABSTAIN: None

Passed 3 - 0

Ms. Steffan to have an Ordinance on next Council agenda.

7. Local Lighting Cost Comparisons Update (Jack)

Lighting discussion moved to June meeting.

8. Other Business

1. Hannahs Park walkway - cost estimates being compiled, hope to submit to the Babcock Foundation as a beautification project. Mayor Dutcher noted Mr. Block's conversation with them that their funds have been expended for this year but that we would be in line for consideration next year. Not on Finance Committee plate for now.

2. House Bill 157 - on withholding municipal income tax; Finance Director put together some analysis from RITA and sent out to committee members. Said she thinks the village will be on the low end of any negative impacts, around \$100,000 is where she would expect to see owing any money back to non-residents. RITA gave estimates of ten, twenty and thirty percent of non-residents getting their tax money that they have paid to Johnstown back and giving it to their resident municipality where they were working during 2020. Top two withholders in Johnstown are Tech International and the Johnstown-Monroe School District; Ms. Steffan said at least for the school district, the teachers were in Johnstown for the year so she thinks it is highly unlikely that we would need to give money back there. Mr. Lee asked if based on the projection of some potential loss, does the Finance Committee want to support sending a Resolution to Council to formally oppose the Sub-House Bill that could generate income loss for the village. Mayor Dutcher said he does not have strong feeling one way or another but would support either way, he knows the Ohio Municipal League (OML) is testifying against it; Ms. Robertson said she feels the same. Mr. Lee said he supports the OML and their opposition toward it.

Committee and staff agreement to continue to watch movement of the bill.

9. Adjourn

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

Passed 3 - 0

Meeting adjourned at 9:46 am