

FINANCE COMMITTEE MEETING
held November 9, 2020
5:30 p.m.

Councilman David L. Tadych, Chair
President of Council Dwight Clark
Councilman Thomas J. Kelly
Councilman Peter Winzig

Also Present: Mayor Koomar, Councilwoman Sara Byrnes Maier, Finance Director Mahoney, Police Chief Leasure, Public Service and Properties Director Liskovec, Clerk of Council Kemper.

Mr. Tadych called the sixth meeting of the Finance Committee in 2020 to order in the Council Chambers of Bay Village City Hall at 5:30 p.m. and thanked everyone for their attendance.

October 2020 Financial Reports

Review of the October 2020 Financial Reports prepared and submitted by Finance Director Mahoney took place, with Mr. Tadych noting that there was nothing alarming in the reports. Reports on the radio today indicated that interest rates may go up which would be favorable for the City of Bay Village due to the fact that over \$1 million in investments are coming through in January, February and March of 2021.

Mr. Clark asked about the Health Care Analysis. He stated that it was always thought that the beginning balance with Jefferson Health Care, and adding the ending balance of the Reserve Fund to that, so, the \$370,757, would add the \$484,000 which is our money. Mrs. Mahoney stated that you add the \$615,957 plus the \$484,000 to give a total balance. The \$615,957 ties to the City reports. The \$484,000 is sitting in an account that Jefferson controls. It is our account, but it does not show on our reports. Mr. Clark asked how the \$615,000 compares to the \$547,000 which is in Fund 600. Mrs. Mahoney stated that the unencumbered is \$547,000. Two columns to the left the cash balance is \$615,957.

Municipal Income Tax Receipts – Mr. Tadych stated that municipal income tax receipts are significantly higher. It is \$200,000 more than 2019, at this same time in 2019. He asked if Mrs. Mahoney expects that the rest of the year is going to see the same kind of increase these last two months. Mrs. Mahoney stated that due to the COVID pandemic it is difficult to predict. Mr. Tadych asked what percent increase Mrs. Mahoney is looking at for the 2021 budget. Mrs. Mahoney stated that she budgeted a zero increase in municipal income tax receipts. The rates were based on 2019 income tax and 2020 withholdings, but you can figure 2020 people weren't working for a few months. Although unemployment is income taxable, zero percent increase was budgeted for 2021 for municipal income tax, but that can be changed after April of 2021 when the returns come in.

Mr. Clark noted that in the ten months of 2020 the level of income tax receipts is \$1 million higher than it was three years ago. Mr. Tadych noted that COVID money has been coming

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through the CARES Act, and that is a significant amount of \$1 million holding this year together, and it probably will be more next year.

Mr. Winzig asked Mrs. Mahoney if she will have to go back in and enter CARES money by line item to apply the funds. Mrs. Mahoney stated that she has moved about \$70,000 in expenditures out of the various funds that originally were used for the purchase of PPE (Personal Protective Equipment) and related items. She has not moved all of the Police and Fire wages yet. Police and Fire wages will be moved into Fund 291 for tracking. That will bring down the expenditures in the General Fund and Emergency Paramedic Unit fund.

Mr. Tadych stated that there was conversation about the date the money had to be spent. He asked if that has changed officially. Mrs. Mahoney stated that it must be encumbered by Nov. 20, 2020 and spent by December 30, 2020. Mayor Koomar stated that the dates are supposed to be changing, but, they needed to get through the election first.

Mr. Winzig asked if funds appropriated for the year that don't get spent get zeroed out. Mrs. Mahoney stated that they get zeroed out, except for Capital funds.

Mrs. Mahoney stated that she will be submitting minor corrections to Council on November 16. The Board of Zoning Appeals account is negative, and more CARES funding needs to be appropriated. About \$500,000 was appropriated previously.

Mr. Tadych asked when an employee can opt out of the City's health care program. Mrs. Mahoney stated that we are currently in open enrollment now, with coverage effective January 1, 2021. Mr. Tadych asked why a percentage of change from 2019 to 2020 is not shown in the employee data. Mrs. Mahoney stated that it hasn't changed significantly, but that can be done. Mr. Tadych suggested showing the data for 2021 as well. The percentage of families opting out between 2018 and 2019 is interesting. Mrs. Mahoney stated that the opt out payments in 2019 totaled \$40,000, whereas through October 31, 2020 we are almost there. This means that in 2020 more employees opted out. If a healthy person contributing, or healthy family contributing to the pot, and they opt out, those funds are missing. We need the healthy people's funds to cover the cost of the unhealthy people's funds.

Mr. Clark pointed out Account No. 602 on Page 20, indicating significant Workers Compensation claims, and outside legal expenses of \$20,000. Mrs. Mahoney stated that there are definitely significant expenses from Workers Compensation. The \$20,000 was a settlement. Mr. Clark asked if the Workers Compensation number which is almost at 100%, was the number of cases. Mrs. Mahoney stated that this is a premium payment that is paid in the beginning of the year. Mr. Clark noted that there will be a return of premium. Mrs. Mahoney stated that a check was received last week, and an additional check, the third check, is forthcoming. It will be posted as revenue and will be used to pay future Workers Compensation claims.

Swimming Pool Account – Mrs. Mahoney stated that in the expenditures versus appropriations fund report, the pool is seen as a negative \$44,691.04. We originally anticipated it to be potentially up to an additional \$200,000. The amount will actually be about \$50,000. Mr. Tadych stated that if the pool opens at an earlier date next year, will there be a significant

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increase in the \$44,691.04 for expenditures. Mr. Winzig stated that Council allocated \$200,000, but if we apply CARES money, will that number go down? Mrs. Mahoney stated that the \$44,691.04 is the reduced number. The expenditures for PPE purchases were moved out, as well as \$15,000 in wages that were specifically for social distancing and cleaning. Mr. Tadych stated that the number of \$44,691.04 would have been higher if we did not have the CARES money. Mrs. Mahoney agreed. The amount is about \$20,000. Mr. Clark noted that we had discussed that coming out of the General Fund as opposed to the Reserve Fund. Mrs. Mahoney stated that she will include that change in the amended appropriation ordinance to be introduced on November 16, 2020.

Mr. Clark asked for a commentary on the encumbrances we have on some of the projects. There is still money sitting in the Queenswood Bridge account, about \$184,000, but there is no encumbrance. Mrs. Mahoney stated that we are waiting for final closeout of the project from the Ohio Department of Transportation. A change order went through and they are in the process of reviewing to see what is relevant. When it is all finished, there may be a balance due to the state. Once the project is complete, the remaining money can be moved out of the account.

Mr. Clark asked about the funds in the CMAG 23 account. Mr. Liskovec explained that CMAG 23 is the lakeshore study. CMAG 22 was the crosswalks and the trail. Essentially that project is all closed out. There should be a small balance left at the end. Mr. Winzig stated that it is showing a negative \$21,000 after the encumbrance of \$47,000. He asked if the project went over. Mr. Liskovec stated that he will have to look at it further.

The Columbia Road Culvert project is closed. The 3% state loan is in place. The interest rate came in less than anticipated.

Mr. Winzig asked if those funds came out of the debt that was purchased. Mrs. Mahoney stated that we just took out in debt the money that was needed. It was a separate 3% loan from the State of Ohio. It was not part of the debt purchase of \$1.5 million.

Mr. Clark stated that there is still \$2 million unencumbered in Fund 400, General Capital Improvement Fund, after the encumbrance of \$1,070,000 in the General Capital Improvement. Mrs. Mahoney stated that \$600,000 is for Walker Road Park (unencumbered). The City of Bay Village is paying for half of the project (\$305,000), but we must budget for the entire project.

Mrs. Mahoney noted that the new financial system will have budget reporting. Mr. Tadych stated that is a big plus.

Mr. Liskovec commented that the amount of \$543,000 was appropriated for the Cahoon Basin Trail. The project came in at \$208,000.

The Cahoon Multi-Purpose Facility project has \$144,000 appropriated. The project is stalled at this time.

Mr. Clark stated it would be helpful if Mrs. Mahoney could reconcile the funds.

Mr. Winzig stated that there was \$120,000 for Sewer Improvements in Account 580. There has been no activity.

Mr. Liskovec stated that part of the \$120,000 was for generator improvements, which are being worked on now. Mrs. Mahoney stated that part of the money is for Walker Road Park. Historically, Mrs. Mahoney has kept a small share of money in there in the event of having the need for an improvement through the year. The amount of \$75,000 was the original amount for generator improvements.

Mr. Clark stated that City Engineers Don Bierut and Jeff Filarski are speaking at the November 16 Council meeting regarding the Rocky River Wastewater Treatment Plant. Mr. Clark asked if they would address the strength and flow study results to have more information on Capital expenses.

Mr. Winzig stated that \$10,000 is set aside for Equipment Replacement at the pump stations. He asked if these are funds set aside in the event of a breakdown of equipment. Mr. Liskovec agreed.

Capital Improvements – Mr. Winzig stated that the Project Report is anticipated to be updated when projects are complete. The report will indicate the project trend line and what gets closed out for 2019 to 2020 to 2021. Mr. Winzig noted that many times we focus on the project and the year passes, and it is still active for the Service Department and the budget. Mrs. Mahoney stated that they are still closing things out.

Budget Reviews

Service Department Budget for 2021 – Mr. Liskovec has made changes to the category of where employees are being charged. People were moved out of Sewers and into the General Fund. Mrs. Mahoney reminded everyone that the increase of 3% is due to the extra pay in 2021.

Mr. Winzig pointed out that there is an increase of 10% in Personal Services. Mrs. Mahoney stated that part of this is due to the 3% increase because of the extra pay, and the movement of people into General Fund. Wages were moved around based on where the employees are working.

Mr. Liskovec used the example of Infrastructure Manager Curtis Krakowski. He was charged 100% to Account No. 580. Sewers. He also spends his time on Streets, so the cost share was divided into thirds – one third General Fund, one third Streets, and the remaining to Sewers. This is being done on an annual basis.

Mrs. Mahoney stated that there is no net increase in sewer personnel. There are two vacancies at this time. Mr. Liskovec filled four vacancies in the Sewer Department last year.

Mr. Clark asked about the 21% increase in personnel in Trees. Mr. Liskovec stated that 50% of one man's wages were moved to Trees from Sewers. Mr. Clark noted that Sewers is showing a 20% reduction.

Projects -

Mrs. Mahoney stated that the Sidewalk Replacement Program will be outsourced in 2021. Mr. Liskovec stated that historically the Sidewalk Replacement Program had been contracted out. At some point, the work was brought in-house. He noted that they did a phenomenal job, but the time and resources put in limited the crew as to how much ground they can cover in a given season, while still attending to all the other needs in the City. In 2019 they covered about 330 replacements, the highest amount done since the program began. They are still not covering enough area to cycle through the City in a reasonable time. Traffic Control is an additional staffing requirement when the work is being done. The feeling is it would be a better use of the City staff and time to let the work out to a contractor.

Mr. Tadych stated that when the program was done in-house, the idea was that the Service Department could do the work faster and cheaper. Mr. Liskovec stated that they can do it more cost effectively, but are limited as to the amount of work that gets done in a period of time. Mayor Koomar noted that there are catch basins that need to be rebuilt, and a sidewalk program is put against the needs for city infrastructure. Chagrin Valley gave the City some good bid models of Lyndhurst and other cities. Westlake did an external bid last year. Mayor Koomar stated that there are real needs with the crew that is talented, and they are not best suited to just fixing sidewalks. We can get triple the work done next year by contracting out which fits in well with the City Master Plan of being a walking and biking community. We consistently get complaints from residents about the condition of the sidewalks. It going to be thirty some years by the time we get through the City at this rate. If you look at what we want to provide the residents relative to the Master Plan and the skill set of what the easiest thing is to get out, there are a lot of great examples in the community of bidding out.

Mr. Clark noted that there is a revenue offset for the cost. Mrs. Mahoney stated that there should be a charge to totally offset the cost. Mr. Liskovec stated that if outbidding doesn't work and we go back to doing it internally next year, the cost of labor and materials will have gone up. The City charges residents about \$6.00 per square foot for four inch concrete. There is no discrimination for the walks that need additional work and cost more, but are charged the same rate. They would want to adjust the cost of \$6.00 per square foot to \$6.50 to be more representative of the work that is being done. The City of North Randall charges \$7.00 per square foot.

Mr. Clark stated that given the fact this is going to be a pass through, we have an outside vendor doing the work, the resident pays for it, and we are neutral to it, why is it listed as a Capital project. Mrs. Mahoney stated that it is not a Capital Project. It is in the Operating Fund 245, Private Property Maintenance. Mrs. Mahoney noted that the expenditure is about \$60,000 and we generate about \$55,000 in payment. The remainder is assessed to the property owner's tax bill.

Mr. Winzig noted that potentially it is a zero net for the Budget, which is good for the City and accelerates the repair program. It is anticipated to cover four times the amount of sidewalk repairs.

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Mr. Kelly asked if the program will be expanded further if the results are satisfactory with the results from the vendor in 2021. Mayor Koomar stated that Chagrin Valley Engineering does high quality work and they will provide the specifications and examples of a finished product. The inspection process can be completed by a City employee.

Mr. Tadych asked who is responsible for the ADA ramps at intersections, from the sidewalk to the streets. Mr. Liskovec stated that those ramps are included in the road resurfacing programs. If there is a repair required, the City Service Department will make the repairs.

Street Repair Program – Mrs. Mahoney stated that \$800,000 is the general amount of the Street Repair Program that is done every year. The areas to be crack sealed are shown on a map in the budget book. The roads listed are the primary targets, with alternates under consideration, e.g., Oakmoor Road, a stretch of Glen Park between Lake Road and Wolf Road. Mr. Clark asked if the Service Department has the technology needed to do structure review underneath the streets that will be in the mill and overlay program. Mr. Liskovec stated that they do have that technology, and have funding left for that particular type of work. Mr. Clark recalled the collapsed sewer on Osborn Road.

Mr. Liskovec stated that the Crack Seal Program will include Dover Center Road and Columbia Road. The Reclamite Program would include Parkside Drive plus all the streets to be paved next year. Mr. Winzig commented that it has been a solid program the last three or four years and it is good to keep going if we can.

Mr. Tadych stated that he would really like to see the amount of the Road Resurfacing Program increase at some point. In 2004, the amount was \$500,000; we have not adjusted it much in 16 years. Mr. Clark noted that \$800,000 is a 60% increase. Mr. Tadych stated that is over a number of years.

Mayor Koomar noted the discussion with county and state officials relative to some of the roads. Last week was a good week with trying to move up a portion of Lake Road with the Ohio Department of Transportation, given a variety of factors and bicycle legislation. In the next three or four weeks there should be more information. Lake Road from Rocky River to Columbia is in bad condition. That was slated for 2025. We are trying to have that moved to 2022. The Mayor suggested looking at roads in a collective fashion and the engineering behind it, keeping in mind that we also have the Federal EPA Mandate that is due in March of next year. If we were to do that section of Lake Road, the ramps would be part of that according to current standards.

Mr. Tadych stated that there was a lot of engineering work done on Wolf Road this year. He asked if that is moving in any direction at all. Mayor Koomar stated that they would have a better sense of that around Thanksgiving.

Mr. Liskovec stated that the section of Bradley Road from the railroad tracks to Wolf Road is subject to a 50% County/50% City resurfacing program. Mr. Liskovec stated that notification was received at the end of October that this project would be done, with an estimated cost of \$500,000. The County would pay \$250,000 and the City would pay \$312,000.

Pending is an award from the TLCI (Transportation for Livable Communities Initiative.) Project Manager Kerber and City Engineer Don Bierut made their presentation on Thursday, November 5 for improvements at the intersection of Cahoon Road and Wolf Road. The improvements were outlined and both the studies that were recently done for the City indicate that the intersection needs improvement. There are engineering funds in the budget anticipating winning the award next year, with construction to be slated for 2022.

The next two projects are replacements of school zone flashers. The priority is on Wolf Road at the High School, and Westerly and Wolf Road. The Bassett Road at the high school flashers have been upgraded, as well as the flashers at Normandy School.

Engineering dollars for Lake Road from Columbia Road to the Rocky River Line have been budgeted for 2021. The current driving surface is quickly approaching thirty years, which is about ten years older than the typical road program of recycling through every twenty years.

The Mayor commented that curbs and gutters were added to Lake Road in 1994. Because there is more room on the south side, that is the side that experiencing more of the issues currently. Part of the ODOT program normally would be asphalt paving with the City responsible for the ADA ramps, but we are working with them to include analysis coring if necessary to make sure the base is still in good shape.

The Interurban Bridge and Trail Project is the bridge over Cahoon Creek and the quarter mile trail from the bridge to the Dwyer Center. Funding was awarded for both projects, and consolidated into one project with the recommendation of the Ohio Department of Transportation. There are a couple of milestones to be completed, including submitting plans for ODOT's review since they are managing the funds for NOACA on this project. The City responsibility for this project is 80% / 20% for the bridge, and the trail is 100% funded. Project engineering and administration would be \$93,380.00. The Mayor noted that monies were requested from state capital for the balance, but it is unknown at this point if the request will be approved.

Mr. Winzig asked if there are any design costs to be budgeted. Mr. Liskovec stated that those costs were budgeted in 2020.

Mr. Tadych asked if the discussion about using an older bridge is still under consideration. Mr. Liskovec stated that this bridge would be new construction, because ODOT did not have anything in their inventory that would fit the span.

Mr. Winzig asked if the new bridge will be placed where the old bridge was located. Mr. Liskovec stated that it will be placed just north of the forced main which is where roughly the old bridge was located. Mr. Tadych confirmed with Mr. Liskovec that it will not dip down and be unusable for a wheel chair or a bike. The Mayor said there is a small connection from the west end of the bridge to the new trail that will be put in at some point in time. That was an ask from the Clean Ohio Trails Fund. We are thankful that they funded from the sledding hill to the Lake Road Bridge, the small section would complete the trail.

The last item presented by Mr. Liskovec is the storm sewer outlet at Dwight Road and Osborn Road. The way the outlet is configured there is a bridge constructed over the outlet for access to a residence. The City has all the easements and the rights to the bridge, but upon inspection of the bridge deficiencies in the current structure it is in need of repair. Mr. Tadych asked if it is anticipated that something needing in excess of the \$37,000 budgeted might be found. Mr. Liskovec stated that Bramhall Engineering did look at it and presented a preliminary report. Chagrin Valley Engineering was acquainted with the situation and the \$37,000 is their estimate and includes the necessary engineering and design work.

Mr. Clark asked about the outside patio work at the Bradley Road Lodge. Mr. Liskovec stated that he does not have a good sense of what it will cost. He hopes to put something together in December for that project. Mr. Clark noted that when the COVID pandemic does end it will be heavily used by residents. He asked Mr. Liskovec to stay on top of that project and keep the Finance Committee apprised.

Service Department Vehicles –

Mr. Clark asked if the normal replacement is one five ton truck per year. Two replacements were done a few years ago. One five-ton truck will be replaced in 2021. A one-ton truck will also be replaced next year, as well as a tandem truck. The tandem that is due for replacement has some issues that are being worked through and is down now. The truck can carry the double amount of leaves as the five-ton trucks. Mr. Liskovec stated that two trucks provide support when doing bigger projects.

Mr. Clark asked the lead time for the trucks. Mr. Liskovec will speak with the fleet manager, but estimated that it may be about five months. The difference between the tandems and the five-ton trucks is that all of the mechanics such as salt spreaders are not needed for the tandems.

Also on the list of vehicles is the first new piece of leaf equipment. A brand new leaf equipment piece was purchased in 2013. The oldest piece of leaf equipment was purchased in 2007, and is experiencing a string of mechanical failures.

Another Vac-All machine is being considered for the fleet. They will consolidate a Vac-All and a dedicated flush truck into a combination unit which will do all the work of those two vehicles into one vehicle. Priced out separately they would cost about \$600,000 for both. The consolidation into one unit will provide savings to the City.

Mr. Clark noted that all the equipment will be amortized for a period of five years, as they have done in the past.

Mr. Winzig asked if the sewer equipment is something to look at for next year. Mr. Liskovec stated that he believes there are still funds available that he can include it for this year.

Mr. Tadych asked if street striping has been completed this year, and if the tennis courts at Reese Park have been sealed and completed. Mr. Liskovec stated that the bike lane facilities on Lake Road remain to be done. The weather is still conducive for the striping to be done this year.

The tennis courts have received the sealer coat. The color coat will be done in the spring.

Police Department – Police Chief Leasure was present to review the Police Department Operating Budget for 2021. Finance Director Mahoney stated that there is no charge in personnel, other than the School Resource Officer, adding one complement from previous years.

Chief Leasure noted that there are 2 ½ vacancies on the force at time. One new officer is in training and will be on his own in December. After the first of 2021, they will have three vacancies.

General Fund Police – Mrs. Mahoney stated that the Police have agreed to the 1% increase in wages to fix how they have been calculated and in consideration of the extra pay in 2021. The 1% plus 3.1 % for extra pay equals 4.8% increase shown for wages. Part time people have a smaller increase.

Chief Leasure commented on a company known as Lexipol, a company that oversees mandates and implements policies. They make sure everything is up to date. They train officers on the policies, and if anything comes up through federal or state guidelines they automatically get that into the policy to make sure the Police Department is abiding by their policies. The Ohio Collaborative certification will be achieved with the help of Lexipol. President Trump issued an Executive Order just before the election, and Bay Village is one of two cities in the Westshore Enforcement Bureau who are not currently using Lexipol. Lexipol has come out to the different cities since the election and delivered the updated policy needed to incorporate the President's Executive Order. This eventually leads to funding from the federal and state for training and equipment. Lexipol also provides attorneys to assist with law suits in connection with the violation of policy. They maintain training for officers to at least review all of the policies once per year, and will also provide monthly policy training. They monitor closely the training to insure compliance.

Additional budget items are an increased subsidy for Rocky River Municipal Court in the amount of \$58,000 because the court is operating at a deficit this year due to the pandemic. The Mayor noted that the court has operated in the black for a very long time. The decrease in volume has hurt them considerably. The court building will be paid off in the beginning 2022, providing increased cash flow.

Mr. Kelly confirmed that any of the courts he attends in his work, including Rocky River, are experiencing the same loss of revenue due to the pandemic.

Mrs. Mahoney addressed the Bay Family Services amount of \$50,500. Historically, the City has done a transfer from the General Fund to the Bay Family Services Fund. They will be paid directly from the General Fund in 2021.

Mr. Tadych asked if Bay Family Services is paid twice per year. Mrs. Mahoney stated that they are paid monthly.

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Mr. Winzig noted the \$60,000 increase for overtime wages. Chief Leasure stated that the department is down three people with one person currently being trained. After that, they will be down three people again, most probably for the full year. When someone is hired they must go to the Police Academy which does not begin until February and runs until August. There is an additional three and a half months of training, which takes the training period until the end of next year. The current Civil Service list is exhausted, and there may not be three applicants that qualify from that list. Another test will be conducted which will produce a new list. Hiring from that list would have the candidate starting the police academy in late August, which would mean training wouldn't be completed until 2022.

The Mayor noted that occasionally officers will be hired that have received their training through other cities.

Mr. Clark noted that staffing of part time dispatchers has always been a problem as well. Chief Leasure stated that the department has two full time dispatchers and two part time dispatchers that work a regular rotation. Saturday and Sunday day shifts need to be filled.

There is \$20,000 budgeted in an increase in training due to the new officers. Training at the police academy for one officer is \$6,000. Additionally there is training required for a brand new detective who could not attend training this year because of the pandemic. Extensive training is required for the second detective. Mrs. Mahoney stated that currently there is a \$17,000 unencumbered balance in the training line in 2020. Some of that will be used for training in 2021.

The School Resource Officer Fund includes salary and benefits. The SRO is paid 30% City and 70% School District. The City's portion will be seen as a transfer from the General Fund to the SRO Fund.

Preparations are being made for a Civil Service examination in 2021. The last five names of the current list of 71 applicants have just been certified. There has been a decrease in police applicants in other cities.

Police Capital Budget – Two patrol cars and one building roof removal and replacement have been budgeted for 2021.

Chief Leasure noted that the west side of the police garage roof has been undergoing repairs frequently. They have been advised that replacement is warranted for the original roof installed in 2006. The work will take approximately one week.

Mr. Winzig noted that speed signs have been purchased. These signs are able to be moved around the City as needed. He asked if there is a need for additional signs.

Chief Leasure stated that the sign on Ashton Lane is not very portable, and she would not recommend purchasing that type of sign. The smaller signs are producing good feedback and are located at seven different locations presently. They are moved every two weeks which corresponds with needed battery replacement. Mr. Winzig suggested considering the possibility

of purchasing two more in 2021. Chief Leasure recommended purchasing more batteries and brackets to keep the rotation going.

The Ashton Lane unit is a solar unit. It cannot be taken down by an officer by himself and taken to another location. Chief Leasure would not recommend the purchase of this type of solar unit. She suggested staying with the smaller, battery powered unit.

Mr. Clark stated that Council will be fully supportive of purchasing more units.

Mr. Clark asked about server concerns in terms of capacity for the Police Department. Mrs. Mahoney did include \$6,000 in the IT Budget for licensing to move the Police server to the main server and adding capacity.

Mr. Kelly asked if that is enough funding given the level of importance of the day-to-day operations. Mrs. Mahoney stated that she talked to the IT person (Damon) about an IT budget of \$40,000. This will be for replacement of desktop units. The \$40,000 total for all IT needs would include a new photocopy machine, two work stations in the Police Department, the police server IT equipment, and 8 replacements of desktop units. Because of the CARES money, the fleet of computers is being increased extensively by approximately fifteen to twenty units.

Mr. Clark asked when the Finance Committee will be able to discuss the Capital Project Spreadsheet. Mrs. Mahoney stated that this could be scheduled for the beginning of December, or mid-December.

Mr. Tadych asked if the police vehicles include all the necessary accessories in the estimated price of \$50,000 each. Chief Leasure stated that it does include all the accessories. She noted the redesign of the Ford Explorer in 2020 which required the purchase of new accessory equipment.

The next Finance Committee meeting will be held Monday, November 16, with agenda items to include Community Service, Recreation and a general overview. Mr. Clark suggested putting the rest of the Capital Budget on the agenda because the Annual Appropriation Ordinance will be placed on first reading on November 16.

Mayor Koomar stated that he does not think they will be ready for Capital Budget review. Mrs. Mahoney agreed, stating that it will just be the Operating Budget. The Mayor noted that they are awaiting answers regarding funding from the state and county.

Mrs. Mahoney stated that legally only an operating budget is needed by March 31, 2021.

Mr. Clark noted the advantage of putting projects out to bid early in the year.

Mr. Winzig asked if the roads program could be shown in the Capital Budget while awaiting information about other projects. The Mayor stated that it could be listed as a place holder for further discussion.

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There being no further discussion, the meeting adjourned at 7:12 p.m.

David L. Tadych, Chairman

Joan T. Kemper, Secretary