

**March 6, 2014**

President Pat Closser called the regular meeting to order. He led those present in the Pledge of Allegiance and observed a moment of silent reflection.

**CLERK CALLED ROLL:** Rodney Lauer, present; Trint Hatt, present; Rex Castle, present; Dick Minner, present; Steve Scaggs, present; Roger Morris, present; Jason Schwaderer.

**MINUTES** of the previous meeting were approved as received. All were in favor of approving the minutes by responding "aye".

**COMMUNICATIONS/ANNOUNCEMENTS:** none

**PUBLIC HEARINGS:** none

**AUDIENCE CONCERNS:**

Mr. Henry Comer, 55 South Oak Street, London, co-owner of Mandy's Day Care, addressed council. Mr. Comer explained why he and his wife, Mandy, are interested in purchasing the Armory building. He and his wife established their business in 2004 by providing quality care for hundreds of children.

Their business is the only private day care to be awarded a star rating, a testament to a higher level of standards. Their staff receives ongoing childhood educational training provided the Ohio Department of Development, Job and Family Service, and the Ohio State University to name a few.

Mr. Comer personally oversees the educational curriculum of their school and strives to meet S.T.E.M. path of education.

He and his wife would like to increase their ability to positively affect the lives of the families and the community by expanding their services into the Armory building. By moving into the facility, it will allow them to provide quality daycare for many more families and children in the community.

He and his wife also support the sense of community in London by volunteering their time and energy in community programs and functions, which helps further improve a nurturing environment in the community.

Mr. Brent VanHoose, 2437 Punderson Drive, Hilliard, Ohio, senior business consultant with Honeywell, addressed council. He shared that he has been working Mayor Eades and Safety Service Director Hume over the past few years about updating infrastructure.

Mr. VanHoose went over the handouts presented to council members and discussed the opportunity to upgrade infrastructure and save energy expenditures.

HB420 legislation allows cities to expand infrastructures projects and upgrades. It allows you to "bundle" things with a collective savings such HVAC upgrades, lighting, and traffic lights in a comprehensive manner with a 30 year payback.

Incorporating buildings and consolidating projects enables the city to proactively take on this endeavor. Upgrading facilities will make them more comfortable, efficient, and modern.

HB420 allows cities to select an energy saving organization like Honeywell. The city would select an organization much like they would a professional architect or engineer, not necessarily on price, but comfort, trust, and experience. The city would work with them to develop a project to meet our infrastructure needs and financial criteria.

It is a single source approach where the organization would do engineering, design, project management. If selected, Honeywell would act as the general contractor. Honeywell would look for qualified contractors in the community, creating jobs.

He went over potential projects with energy savings that would offset the cost of a major project such as a new boiler.

Financing is available through the Ohio Air quality Develop Authority which gives a discounted rate on a bond issue. Money is extremely cheap to borrow through this organization.

Mr. VanHoose discussed the implementation plan. If chooses Honeywell, they will do a detailed audit and put things in proper prospective with a financial portfolio showing the city what's going to cost.

Councilman Minner asked about the cost savings over a life time.

Mr. VanHoose replied over the life of the project depends on the term of the financing. Projects area typically financed for 15 years. Honeywell is accountable to reconcile on an annual basis to make sure the projected savings are being met. Honeywell's goal is for the city to exceed their savings. If there is a shortfall, they will look into why and to also make up the shortage.

Councilman Minner asked about mixing traffic lights and restoration of buildings as one project.

Mr. VanHoose replied that you could mix such projects such as water meter change out and upgrades to water treatment. This is an opportunity to incorporate many projects and to "think out of the box", think big.

Safety Service Director Hume asked about the terms of financing.

Mr. VanHoose explained that by utilizing HB420 as a procurement method; it does not affect the city's credit or bond rating.

#### **COMMITTEE REPORTS:**

Councilman Lauer attended the HB9 public record training on February 25. He also shared that he visited the sewage treatment plant. He reviewed the log for septic deliveries, reviewed the pump station that has issues, saw both septic receiving location, and reviewed3the location for the future separator equipment.

Mr. Lauer also attended the February 27 BPU meeting. (Notes attached.)

Councilman Hatt had nothing new to report.

Councilman Castle attended the community center meeting on February 27. He reported that firm alarm system is working and phone lines are installed. The WIFI is operational. The electrical and lighting projects in the primary building are ongoing. The gym floor refurbishing was also discussed again. Recreational basketball season has finished with great attendance the entire season.

There is an individual interested in renting a room in the primary building. A rental price was given to Safety Service Director Hume to take back to the individual.

Recreation softball signup is underway with tournaments planned.

The security alarm system needs repaired. There are cameras but no software to monitor with. If software is purchased, the police department could monitor it.

Recreation director Ben McCoy had shared his concern with the summer months' programs. If he is the pool manager, it will take up 75% of his time. He will also need to manage the adult softball program and the recreation center. He's concerned that he won't be able to give the center the time that will be needed. The need for a full time pool manager will be discussed further.

The next community center meeting is Thursday, March 27 at 6:00 p.m.

Councilman Minner attended the same meetings.

Councilman Scaggs reminded that the next public safety meeting is Monday, March 10.

Councilman Morris attended the community center meeting. He reminded that the next public services meeting are Thursday, March 13, at 5:30 p.m.

Councilman Schwaderer had nothing new to report.

President Closser reminded that the next finance committee meeting is Monday, March 15 at 5:30 p.m. in council chambers.

He also reminded committee chairs to notify the newspapers of their committee meetings.

#### **CITY OFFICIAL REPORTS:**

Safety Service Director Hume shared that the fire alarm system is up and active with just a few issues.

Mr. Hume also shared that Henry Comer serves on the recreation commission and has volunteered a significant amount of time on several different city-wide events.

Mr. Hume attended a preconstruction meeting for the Rt. 665 project. The project will start at Main to Center Street to the county line. The project will begin April 20, but they will not get to the city until roughly June 23, depending on the weather.

Mayor Eades went to county engineers ODOT Rt. 42/70 safety program. A safety group from ODOT met with the city concerning the amount of accidents at High Street and Madison Road. They are looking at some safety issues. There will be some studies about traffic lights and counts on High Street from the "y" past Madison. They may put out cameras to conduct the study.

President Closser asked about the city's traffic study.

Mr. Hume explained that with an early winter, he postponed the study. The city has to do an actual count having people physically do the count. He is waiting on a break in the weather. They will use a piece of equipment that will allow them to do a count. There will be two days of counting.

President Closser asked about the skate park.

Mr. Hume said he has not heard back from ODNR.

President Closser was concerned that there is a time frame and just wants to make sure that the city does not miss out on possible funding.

He also asked if the needed repair work on Keny Boulevard had been resolved with Savco.

Mr. Hume said that he will be sending them a letter stating it must be fixed. It will need to be resolved soon.

President Closser asked about the United Way grant for Merrimac Park.

Mr. Hume said they are still good to go with it.

Auditor Hensel was under the impression that time had ran out on acting on the grant and thought that an extension would need to be requested.

Mr. Hume said after talking with United Way representatives, he wasn't under that impression.

Auditor Katie Hensel addressed council. She reminded everyone of the next finance committee meeting on March 17, 5:30 p.m.

She reminded that it's never too early to think about this year and future budgets.

She passed out and went over the grafts and information she provided. She went over the spending history.

She explained that with the combination of cuts and the one time funding, the city had a positive balance last year.

She asked that they start thinking about department head budget requests as they come in and how they are going to fund them. The city does not have the money to fund every department at their level of budget requests.

She was concerned that every time personnel are added, their costs are growing at rates that far exceed inflation costs such as health insurance and worker compensation. She wanted to know where these increases are going to come from.

She said that council has started the capital fund back up again at \$253,000 this year. But, council is already budgeted a \$300,000 deficient budget and there will probably be even more.

She asked that council set priorities. She didn't feel that there's been any attempt to set priorities. She wanted to know that council's priorities are so she doesn't bring a request that is just going to be turned down.

She wanted to know if departments were going to be treated equally. Department heads need to be held to and responsible for their budgets. She pointed out that she is very fiscally conservative with purchases and responsible for her department.

She gave them the list of questions and concerns and she stated, "You owe it to me as a department head, resident of city of London and everybody's tax dollars that come into the city of London to address these questions."

She said looking at where council is today with the budget, cuts will need to be made next year. "That is not a place to be! Don't build a budget you can't sustain. Craft a budget that is sustainable."

She said she would hate to see all the hard work that was put into the budget last year, to end up over spending, and having to give out pink slips. She reminded how horrible that was.

Look at Resolution 115-14 as it is going to require 10% money be budgeted to capital. She stated that she is totally supportive of it. She asked where is the extra money is going to come from though. She said she would guarantee that the city will not find a single performance contract in the State of Ohio that they can currently sign off on because we do not have a capital budget.

Councilman Lauer asked about the second graft. He noted the funds that have been revenue'd, even without the "one time" increase, and for five straight years we have been over 1.4 million dollars. He asked why she sees such a drop this year. He didn't see where she had any assumptions laid out in the graft and wondered what she based the revenue off of.

Auditor Hensel reminded that when the fire fund was created, the \$250,000 no longer goes to general fund. It goes to the fire department.

#### **EXECUTIVE SESSION:**

Motion by Councilman Castle to adjourn to executive session to consider the sale of the real property commonly known as the Armory, as premature disclosure of information will give an unfair competitive or bargaining advantage to a party with personal, private interests that are adverse to the general public interest. He invited Safety Director Hume, Mayor Eades and Dave Kell. Motion was second by Councilman Hatt.

Roll to adjourn to executive session: Hatt, yes; Castle, yes; Minner, yes; Scaggs, yes; Morris, yes; Schwaderer, yes; Lauer, yes.

**REGULAR MEETING:** Councilman Castle motioned to reconvene the regular meeting, second by Councilman Lauer. Roll to reconvene the regular meeting: Castle, yes; Minner, yes; Scaggs, yes; Morris, yes; Schwaderer, yes; Lauer, yes; Hatt, yes.

**OLD BUSINESS:**

RESOLUTION 110-14 A RESOLUTION INCREASING APPROPRIATIONS Sponsored by Steve Scaggs. Motion by Scaggs to place on third reading, second by Hatt. Clerk read. Motion by Scaggs to adopt, second by Morris. Roll to adopt: Minner, yes; Scaggs, yes; Morris, yes; Schwaderer, yes; Lauer, yes; Hatt, yes; Castle, yes.

**ADOPTED**

ORDINANCE 114-14 AN ORDINANCE AMENDING OFFICIAL ZONING MAP Sponsored by Roger Morris. Motion by Scaggs to place on second reading, second by Schwaderer. Clerk read. A public hearing is scheduled for April 3.

**LEFT ON 2<sup>ND</sup> READING.**

ORDINANCE 115-14 AN ORDINANCE AMENDING SECTION 880.15 OF THE CODIFIED ORDINANCES Sponsored by Trint Hatt. Motion by Hatt to place on second reading, second by Castle. Clerk read. Councilman Hatt reminded this was the proposed capital budget split with no less than 10% going towards the capital budget.

**LEFT ON 2<sup>ND</sup> READING.**

Councilman Lauer commented that Auditor Hensel made excellent points and to implement this. He reminded everyone take a look at her reports and accommodate next year's budget. This is good legislation.

RESOLUTION 116-14 A RESOLUTION ACCEPTING OFFER RECEIVED FOR PURCHASE AND SALE OF REAL PROPERTY OWNED BY THE CITY Sponsored by Rex Castle. Motion by Scaggs to place on second reading, second by Lauer. Clerk read.

**LEFT ON 2<sup>ND</sup> READING.****NEW BUSINESS:**

RESOLUTION 117-14 A RESOLUTION AUTHORIZING AUDITOR'S WARRANT FOR PAYMENT Sponsored by Rex Castle. Motion by Scaggs to place on first reading, second by Lauer. Clerk read. Councilman Castle explained that this was to repair a piece of equipment on a sanitation truck. The department thought the repair work would be under warranty.

Councilman Morris added that it was a mobile mechanic. Mr. Geyman had requested a quote first, but the mechanic went ahead, fixed it, and then billed the department.

Councilman Schwaderer commented that the guy was right there to fix it.

Councilman Scaggs agreed.

Councilman Trent pointed out that he was not told to fix it though, that only a quote was requested.

Councilman Lauer said the vendor should be scolded.

Mr. Schwaderer felt the person responsible should address the issue.

Councilman Minner said we needed a quote first, but we will still have to pay for the work done.

Auditor Hensel suggested holding this and discussing it with Mr. Geyman as she has a totally different impression of what happened. She wondered if it would be beneficial to put in a resolution that purchase orders must be secured before the work is done. There is too much "he said, she said" with this.

President Closser asked that Mr. Geyman be invited to the next meeting so he can explain personally the situation.

**LEFT ON 1<sup>ST</sup> READING.**

RESOLUTION 118-14 A RESOLUTION AUTHORIZING AUDITOR'S WARRANT FOR PAYMENT Sponsored by Rex Castle Motion by Scaggs to place on first reading, second by Lauer. Clerk read. Councilman Castle explained that Marty Colwell thought Vititoe Construction, Inc., would pay M.P. Doug.

Safety Service Director Hume explained that this had nothing to do with the water line project on Lafayette Street in front of Kroger's. This was for pavement repair.

President Closser requested that if a department has an auditor's warrant for payment, then they should be here explaining why so there are not third party conversations. "If there is a problem, they need to be here so the public will know why too."

**LEFT ON 1<sup>ST</sup> READING.**

RESOLUTION 119-14 A RESOLUTION AUTHORIZING AUDITOR'S WARRANT FOR PAYMENT Sponsored by Rex Castle. Motion by Scaggs to place on first reading, second by Lauer. Clerk read. Councilman Castle explained that this was for a second invoice for boiler system repairs at the community center complex.

Safety Service Director Hume explained that he had placed a requisition for \$2,000 anticipating the total job to be \$1,200. So, he thought the additional work would be covered, yet there was an additional \$800 charged on top of that.

Councilman Minner felt Mr. Hume should have put in a call to the auditor, prior to the work being done, so it could have been taken care. He added that's how he used to do it when he was a department head.

Mr. Hume said that he had talked with the contractor and was under the impression that \$2,000 would be enough. He did not know the bill would run over a total of \$600.00

Councilman Schwaderer asked if when we go into contract, does the city still bid. He also asked if a written quote was provided.

Mr. Hume replied that the city had an initial contract with the firm and that they provided a quote. The company is local and is familiar with the boiler system as they have worked on it for years. Purchase orders will still sometimes run over or under.

Mr. Schwaderer wondered about giving the company the work next time.

Mr. Hume said they might be able to get a Columbus firm, but then you'd be paying travel time and they wouldn't be familiar with the boiler system.

Councilman Castle opined that the contractor should have come back and explained that it was going to be 30% over the estimated amount. There have been problems with bids and quotes, and then being charged too much. "They need to let us know!"

Motion by Morris to suspend rules, second by Minner. Roll to suspend the rules: Scaggs, yes; Morris, yes; Schwaderer, yes; Lauer, yes; Hatt, yes; Castle, yes; Minner, yes.

Motion by Scaggs to adopt, second by Minner. Roll to adopt: Morris, yes; Schwaderer, yes; Lauer, yes; Hatt, yes; Castle, yes; Minner, yes; Scaggs, yes.

**ADOPTED.**

RESOLUTION 120-14 A RESOLUTION INCREASING APPROPRIATION Sponsored by Rex Castle Motion by Castle to place on first reading, second by Morris. Clerk read. Auditor Hensel reminded that council gave authorization for this last October. ODWA has approved the loan. The \$746,000 is the loan proceeds. She explained the procedure for the city's reimbursement as work is done. She also warned that there may be an auditor's warrant for payment and asked that rules be suspend for this tonight.

Motion by Morris to suspend rules, second by Lauer. Roll to suspend: Schwaderer, yes; Lauer, yes; Hatt, yes; Castle, yes; Minner, yes; Scaggs, yes; Morris, yes.

Motion by Lauer to adopt, second by Morris. Roll to adopt: Lauer, yes; Hatt, yes; Castle, yes; Minner, yes; Scaggs, yes; Morris, yes; Schwaderer, yes. **ADOPTED**

ORDINANCE 121-14 AN ORDINANCE DESIGNATING THE PROCEEDS OF SALE OF CERTAIN REAL PROPERTY OF THE CITY FOR A SPECIFIC PURPOSE. Sponsored by Rex Castle. Motion by Scaggs to place on first reading, second by Schwaderer. Clerk read. Councilman Castle explains that the proceeds from Armory will be put into fund 241 so capital improvement can be made to the community center.

Motion by Hatt to suspend rules, second by Schwaderer. Roll to suspend: Hatt, yes; Castle, yes; Minner, yes; Scaggs, yes; Morris, yes; Schwaderer, yes; Lauer, yes.

Motion by Scaggs to adopt, second by Minner. Roll to adopt: Castle, yes; Minner, yes; Scaggs, yes; Morris, yes; Schwaderer, yes; Lauer, yes; Hatt, yes.

## **ADOPTED**

### **ROUND TABLE:**

Councilman Scaggs said that department heads need to be here to explain why there are auditor's warrants for payments for their departments.

Councilman Minner and President Closser agreed.

Councilman Castle thanked everyone for attending. He shared that council's electronic equipment was approved and purchased up for council. He said plan to come an hour early at the next meeting for training on the equipment.

Councilman Hatt thanked everyone for coming out.

Councilman Lauer shared that he attended the HB records training session. Stewardship of public records is on the side of "openness". Stewardship applies to money spent, income, emails, etc. As elected officials, we insure the citizens' trust. They need to know it is valuable.

Councilmen Castle and Lauer asked about the retention schedule emails.

Auditor Hensel said a schedule had been adopted and she can send it out to everyone.

Councilman Schwaderer reminded council members to set up their city email addresses.

Mayor Eades shared that administration has been working with Lunar pages for the website. He shared that the records commission meets twice a year. They met the first of January and there were no records brought forward for disposal. "We just need to make sure it's done right."

President Closser thanked everyone for coming out this evening.

He noted that Fire Chief Eades sent an email regarding Madison County EMA guide for elected officials. He instructed council members get on the FEMA's website and take this required training as elected official official.

**ADJOURN:** Motion by Councilman Scaggs to adjourn the meeting.

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Arlene Duffey, Clerk of Council

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Patrick Closser, Council President