

**Cuyahoga Falls City Council**  
**Minutes of the Finance and Appropriations Committee Meeting**

**December 16, 2019**

**Members:** Tim Gorbach, Chair  
Jerry James  
Mary Ellen Pyke

Mr. Gorbach called the meeting to order at 7:07 p.m. All members were present.

**Legislation Discussed**

Temp. Ord. B-97  
Temp. Ord. B-98  
Temp. Ord. B-99  
Temp. Ord. B-100  
Temp. Ord. B-101  
Temp. Ord. B-102  
Temp. Ord. B-103  
Temp. Res. B-104  
Temp. Ord. B-105  
Temp. Ord. B-106  
Temp. Ord. B-107

**Discussion:**

**Temp. Ord. B-97**

An ordinance authorizing the Director of Public Service to enter into a contract or contracts, according to law, for the purchase of the City's requirements of certain services, materials and supplies for use by the Water and Sewer Division during 2020, and declaring an emergency.

Mr. John Christopher, Water Department Superintendent, presented Temporary Ordinance B-97. The Director of Public Service would be authorized to enter into a contract or contracts, according to law, for the purchase of the City's requirements for the following services, materials and supplies for use by the Water and Sewer Division during 2020: Water Treatment Chemicals, Utility Patch Program, Meters and Related Materials, Miscellaneous Equipment, Repairs and Repair Parts; Waterline and Sewer Line Supplies, Fire Hydrants and Related Materials. Expenditures made under the contracts authorized by this ordinance shall not exceed, in the aggregate, \$794,325, without further consent of City Council by ordinance. The Director of Finance will be authorized and directed to make payment for same from the Water Fund and Sewer Fund, line item Other Operations.

Mrs. Pyke moved to bring out Temp. Ord. B-97 with a favorable recommendation, second by Mr. James. Motion passed (3-0).

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**Temp. Ord. B-98**

An ordinance authorizing the Director of Public Service to enter into a contract or contracts, according to law, for the purchase of the City's requirements for certain materials, supplies, and equipment for use by the Electric Division during 2020, and declaring an emergency.

Mr. Michael Dougherty, Electric Department Superintendent, presented Temporary Ordinance B-98. The Director of Public Service would be authorized to enter into a contract or contracts, according to law, for the purchase of the City's requirements for the following materials, supplies and equipment for use by the Electric Division during 2020:

Transformers	Watt-hour Meters
Meter Sockets	Instrument Transformers
Lamps	Luminaires
Cable and Wire	Line Material
Underground Material	Switches
Miscellaneous Hardware	Surge Arresters/Fault Indicators
Substation Batteries	Breaker Contacts
Rubber Protection Equipment	Climbing Equipment and Tools
Fuel	

Expenditures made under the contracts authorized by this ordinance shall not exceed, in the aggregate, \$1,436,400, without further consent of City Council by ordinance. The Director of Finance will be authorized and directed to make payment for same from the Electric Fund, line items Other Operations and Capital Outlay.

Mr. James moved to bring out Temp. Ord. B-98 with a favorable recommendation, second by Mrs. Pyke. Motion passed (3-0).

**Temp. Ord. B-99**

An ordinance authorizing the Director of Public Service to enter into a contract or contracts, according to law, for the purchase of annual requirements of certain materials and supplies for use by the Street Department during 2020, and declaring an emergency.

Mr. Charles Novak, Street Commissioner, presented Temporary Ordinance B-99. The Director of Public Service would be authorized to enter into a contract or contracts, according to law, for the purchase of the following materials and supplies for use by the Street Department during 2020: Rock Salt and Asphaltic products. The Director of Finance would be authorized and directed to make payment for same from the SCMR Fund, line item Other Operations, State Highway Improvement Fund, line item Other Operations, Motor Vehicle License Tax Fund, line item Other Operations and Capital Projects Fund, line item Capital Outlay.

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Mrs. Pyke stated that Council has a budget sheet for these purchases, but there's not a cap to it in the actual ordinance.

Mrs. Pyke moved to bring out Temp. Ord. B-99 with a favorable recommendation, second by Mr. James. Motion passed (3-0).

**Temp. Ord. B-100**

An ordinance authorizing the Director of Public Service to enter into a contract or contracts, according to law, for the purchase of annual requirements of certain materials and supplies for use by the Division of Sanitation during 2020, and declaring an emergency.

Mr. Novak presented Temporary Ordinance B-100. The Director of Public Service would be authorized to enter into a contract or contracts, according to law, for the purchase of the following materials and supplies for use in the Division of Sanitation during 2020: Wheeled Refuse Containers. Expenditures made under the contracts authorized by this ordinance shall not exceed, in the aggregate, \$165,000, without further consent of City Council by ordinance. The Director of Finance would be authorized and directed to make payment for same from the Sanitation Fund, line item Other Operations.

Mr. James moved to bring out Temp. Ord. B-100 with a favorable recommendation, second by Mrs. Pyke. Motion passed (3-0).

**Temp. Ord. B-101**

An ordinance authorizing the Director of Public Service to enter into a contract or contracts, according to law, for the purchase of annual requirements of certain materials, supplies and services for use by the Garage Division during 2020, and declaring an emergency.

Mr. John Campbell, Superintendent of Motor Vehicles, presented Temporary Ordinance B-101. The Director of Public Service would be authorized to enter into a contract or contracts, according to law, for the purchase of certain materials, supplies and services for use by the Garage Division during 2020: Fuel, Tires, Repairs and Parts. Expenditures made under the contracts authorized by this ordinance shall not exceed, in the aggregate, \$1,416,000, without further consent of City Council by ordinance. The Director of Finance would be authorized and directed to make payment for same from the Garage Fund, line item Other Operations.

Mrs. Pyke moved to bring out Temp. Ord. B-101 with a favorable recommendation, second by Mr. James. Motion passed (3-0).

**Temp. Ord. B-102**

An ordinance authorizing the Director of Public Safety or the Director of Public Service to enter into a contract or contracts, according to law, for the purchase or lease of various vehicles and related equipment for use by the City, and declaring an emergency.

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Mr. Campbell presented Temporary Ordinance B-102. The Director of Public Safety or Director of Public Service would be authorized to enter into contracts for the purchase and/or lease of the vehicles and related equipment. Expenditures made under the contracts authorized by this ordinance shall not exceed, in the aggregate, \$3,163,500, without further consent of City Council by ordinance. The Director of Finance would be directed to make payment for same out of monies lawfully appropriated therefor, from the funds as indicated in Exhibit A.

Mrs. Pyke asked if they are still looking at new model SUVs for the police department. Mr. Campbell stated that they are using the Interceptor, the police version of the Ford Explorer. Mr. Brillhart stated that Mr. Campbell does a wonderful job of examining the cost of ownership over the life of the vehicle and the type of vehicle.

Mrs. Pyke moved to bring out Temp. Ord. B-102 with a favorable recommendation, second by Mr. James. Motion passed (3-0).

**Temp. Ord. B-103**

An ordinance providing for supplemental and/or amended appropriations of money for current operating expenses and capital expenditures of the City of Cuyahoga Falls, and authorizing the transfer of appropriations within and for the various funds hereinafter set forth, and declaring an emergency.

Mr. Bryan Hoffman, Finance Director, presented Temporary Ordinance B-103. In order to provide money to pay employee compensation, other expenses and capital expenditures during the fiscal year 2019, money will be appropriated, re-appropriated and transferred from the unexpended appropriations and from the un-appropriated fund balances of the departments or divisions.

Mr. Gorbach stated that Council was given Exhibits A and B to review. He thanked Mr. Hoffman and his staff for their work. As with the budget highlight set, they have the amended detail for these of these items and the reasons and therefore for each. Mr. Hoffman stated that every year, they submit a cleanup ordinance amending or supplementing any appropriations necessary. By law, they must have appropriations to make expenditures from the City. Over the course of the year, there are many expenses and many different changes that may occur throughout the budget. For this year, most of the cleanup items were due to the retro pay that was paid out in March. They waited until the end of the year to make these adjustments. There generally are savings in line items, so, instead of coming to Council with an appropriations piece in March, they appropriate at the end of the year to make of the appropriate the dollar amount, because, in a lot of cases, they don't need to appropriate a lot of the items. Mr. Hoffman also stated that he sent out a corrected budget sheet this afternoon. The only change was on approximately last sentence. It was incorrectly put as \$32,000 per year. It should have been \$25,600.

Mrs. Pyke moved to bring out Temp. Ord. B-103 with a favorable recommendation, second by Mr. James. Motion passed (3-0).

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**Temp. Res. B-104**

A resolution requesting the Summit County Fiscal Officer to make advance distribution of tax receipts payable to the City of Cuyahoga Falls, and declaring an emergency.

Mr. Hoffman presented Temporary Resolution B-104. Ohio Revised Code §321.33 provides for semi-annual distribution of tax receipts collected by the County Fiscal Officer and payable to the City of Cuyahoga Falls. Ohio Revised Code §321.34 provides that when local authorities by resolution so request, the County Fiscal Officer shall make advance payment of tax receipts that are in the county treasury to the credit of the account of the local authority, to the extent such tax receipts are lawfully applicable to the purpose of the current fiscal year in which the request is made.

Mr., James moved to bring out Temp. Res. B-104 with a favorable recommendation, second by Mrs. Pyke. Motion passed (3-0).

**Temp. Ord. B-105**

An ordinance levying special assessments for the repair or replacement of sidewalks and drive approaches in the Sidewalk and Drive Approach Repair and Replacement District, for the year 2019, and declaring an emergency.

Mr. Tony Demasi, Engineer, presented Temporary Ordinance B-105. Resolution No. 15-2018, adopted by the Council of the City of Cuyahoga Falls on December 26, 2019, created the Sidewalk and Drive Approach Repair and Replacement District for the year 2019, and determined the necessity of adjusting or replacing certain sidewalks and drive approaches within the district. These sidewalks and drive approaches within the district have been repaired or replaced. The portion of the total cost and expense of repairing or replacing sidewalks and drive approaches located within the Sidewalk and Drive Approach Repair and Replacement District for the year 2019 to be paid for by special assessments is hereby established at the rate of \$15.00 per linear foot for replacement of sidewalks and \$7.00 per square foot for drive approaches.

That portion of the total cost of the improvement to be paid for by special assessments will be levied and assessed upon the lots and lands provided for in the schedule of special assessments now on file with the Clerk of Council. The assessment against each lot or parcel of land shall be payable in cash within 30 days from the levy thereof in the office of the Finance Director with the further provision that all assessments remaining unpaid at the expiration of 30 days shall be certified by the Clerk of Council to the County Fiscal Officer to be placed on the tax duplicate and collected in two (2) semi-annual installments.

Mrs. Pyke moved to bring out Temp. Ord. B-105 with a favorable recommendation, second by Mr. James. Motion passed (3-0).

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**Temp. Ord. B-106**

An ordinance authorizing the Director of Public Service to enter into a contract or contracts without competitive bidding with UniFirst Corporation, for flame resistant uniform rental and washing for use by the Electric Department, and declaring an emergency.

Mr. Dougherty presented Temporary Ordinance B-106. The Director of Public Service would be authorized to enter into a contract or contracts without competitive bidding with UniFirst Corporation, on the basis of its proposal dated November 22, 2019, for flame resistant uniform rental and washing for use by the Electric Department. The Director of Finance would be authorized and directed to make payment for same from Electric Fund, line item Other Operations.

Mr. James moved to bring out Temp. Ord. B-106 with a favorable recommendation, second by Mrs. Pyke. Motion passed (3-0).

**Temp. Ord. B-107**

An ordinance re-assigning the non-bargaining position of Police Captain to the appropriate pay grade within the classification and compensation plan, amending Exhibit “A” of Ordinance 1162018, and declaring an emergency.

Chief Jack Davis presented Temporary Ordinance B-107. This ordinance would amend the classified, non-exempt position of Police Captain in non-bargaining pay grade N33.

Mrs. Pyke moved to bring out Temp. Ord. B-107 with a favorable recommendation, second by Mr. James. Motion passed (3-0).

The meeting adjourned at 7:28 p.m.