

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

September 20, 2021

Members: Tim Gorbach, Chair
Mary Nichols-Rhodes
Jeff Iula

Mr. Gorbach called the meeting to order at 6:53 p.m. All members were present.

The minutes of the September 7, 2021, Finance Committee meeting were approved as written.

Legislation Discussed

Temp. Ord. B-67

Temp. Ord. B-68

Temp. Ord. B-69

Temp. Res. B-70

Temp. Ord. B-71

Temp. Ord. B-72

Temp. Ord. B-73

Temp. Ord. B-74

Discussion:

Temp. Ord. B-67

An ordinance authorizing the Parks and Recreation Board to enter into a contract or contracts for the purchase of one HVAC unit and a Niagara Building Automation System upgrade to be installed at the Natatorium, and declaring an emergency.

Ms. Sara Kline, Parks and Recreation Superintendent, presented Temporary Ordinance B-67 to Council. The HVAC unit and operating system at the Natatorium are now over 17 years old and are reaching the effective life cycle. The replacement of the HVAC unit and operating system, with proper installation and maintenance, will allow the Natatorium to modernize and replace a failing system. The Parks and Recreation Board will be authorized to enter into a contract or contracts for the purchase of one HVAC unit and a Niagara Building Automation System upgrade to be installed at the Natatorium through the Sourcing Alliance bid or any other source having a price equal to or lower than that provided by the Sourcing Alliance bid. Any requirement for competitive bidding will be suspended. The Director of Finance will be authorized and directed to increase appropriations in the Leisure Time Fund, line item Capital Outlay by \$60,000, reduce Leisure Time Fund, Personal Services by the same and make payment from Leisure Time Fund, Line Item Capital Outlay.

Ms. Kline stated that they have experienced some leaking that turned out wasn't the roof but the unit, itself. In addition, they have had swings in humidity and had to close the auxiliary gym because the floor got too slick. These two purchases go hand in hand. The building management system is intuitive and will provide more control and work with the HVAC unit.

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Mr. Brillhart stated that he wanted to give a shoutout to Ms. Klein and also Brian Ehmann. He was concerned with viruses, and wanted to know if there was going to be an upgrade to the filtration system, and there is. It's excellent that they are taking those steps to do that. Ms. Kline stated that Mr. Ehmann has been invaluable in accessing and coming up with a plan and moving this plan forward. The department is really benefiting from his presence.

Mr. Gorbach thanked Mr. Bryan Hoffman, Finance Director, for managing the finances and making this important improvement even though it wasn't budgeted.

Mr. Iula moved to bring out Temp. Ord. B-67 with a favorable recommendation, second by Ms. Nichols-Rhodes. Motion passed (3-0).

Temp. Ord. B-68

An ordinance authorizing the Director of Finance to enter into a contract extension, according to law, with James G. Zupka CPA, Inc. for professional auditing services, and declaring an emergency.

Mr. Bryan Hoffman, Finance Director, presented Temporary Ordinance B-68 to Council. Based on Chapter 117 of the Ohio Revised Code, the Auditor of State has determined that an Independent Public Accounting Firm will be engaged to perform the audit of the City of Cuyahoga Falls and its entities for the fiscal period ending December 31, 2021 and for the subsequent four-year period; The City has followed the Auditor of State structured competitive bidding process, in which, the Auditor of State has selected a qualified Independent Public Accounting Firm with input from the City. The Director of Finance will be authorized to enter into contract extensions with James G. Zupka CPA, Inc. for professional auditing services for the years 2021, 2022, 2023, 2024 and 2025. The Director of Finance will be authorized and directed to make payment for the audit services furnished pursuant to said contract from the General Fund, Finance Director, Line Item Other 28 Operations.

Mr. Gorbach stated that the Auditor of State does not have enough people to audit every municipality and governmental entity in the State of Ohio, but they are responsible for making sure the audits are done. It is important to know that the City doesn't go out and cherry-pick auditors. These are independent auditors approved by the State and selected by the State. They're asking them to approve the contract to continue.

Ms. Nichols-Rhodes moved to bring out Temp. Ord. B-68 with a favorable recommendation, second by Mr. Iula. Motion passed (3-0).

Temp. Ord. B-69

An ordinance authorizing the Mayor to enter into a contract or contracts, without competitive bidding, with Verizon Wireless for mobile phone services and data plans, and declaring an emergency.

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Mr. Josh Kington, Director of Information Services, presented Temporary Ordinance B-69 to Council. Some City of Cuyahoga Falls employees need to be on call after regular business hours. The Information Services Department, on behalf of the City, pays for the mobile phone services and data plans for employees needing this service. Although no specific expenditure for these have individually exceeded the threshold competitive bidding amount to date, collectively these expenditures may soon exceed the competitive bidding amount of \$50,000. The Mayor will be authorized to enter into a contract or contracts, without competitive bidding, with Verizon Wireless for mobile phone services in a total amount not to exceed \$55,000 for the 2021 fiscal year. The Director of Finance will be authorized to make payment for same from funds properly appropriated to the various departments of the City for these purposes, according to an apportionment of costs as between the departments.

Mr. Kington stated that it was more cost effective to continue to retain the services of Verizon than to seek mobile phone services from another carrier.

Mr. Gorbach stated that they are going to become more reliant on data. It would be an impediment to get into a situation where someone was trying to transfer some data or trying to use it, and their phone was on an old plan.

Mr. Iula moved to bring out Temp. Ord. B-69 with a favorable recommendation, second by Ms. Nichols-Rhodes. Motion passed (3-0).

Temp. Res. B-70

A resolution accepting the amounts and rates of taxation as certified by the Summit County Budget Commission, authorizing the necessary tax levies, certifying such authorization to the County Fiscal Officer, and declaring an emergency.

Mr. Bryan Hoffman, Finance Director, presented Temporary Resolution B-70 to Council. The City, in accordance with the provisions of law, has previously filed Alternative Tax Budget Information with the Summit County Fiscal Officer for the fiscal year beginning January 1, 2022, On September 2, 2021, the Budget Commission of Summit County certified its action thereon to the City, together with an estimate by the County Fiscal Officer of the rate of each tax necessary to be levied by the City and what part thereof is without and what part thereof is within the Charter tax limitation.

Ms. Nichols-Rhodes moved to bring out Temp. Res. B-70 with a favorable recommendation, second by Mr. Iula. Motion passed (3-0).

Temp. Ord. B-71

An ordinance authorizing the Director of Finance to enter into a contract or contracts, without competitive bidding, with Harris Computer Systems for Innoprise hosting and maintenance services, and declaring an emergency.

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Mr. Josh Kington, Director of Information Services, presented Temporary Ordinance B-71 to Council. The City entered into a contract with Harris Computer Systems on August 1, 2017. The City wishes to extend this contract for a period of five years. The Director of Finance will be authorized to enter into a contract or contracts, without competitive bidding, with Harris Computer Systems for Innoprise hosting and maintenance services. The Director of Finance will be authorized to make payment for same from funds properly appropriated to the various departments of the City for these purposes, according to an apportionment of costs as between the departments.

Mr. Iula moved to bring out Temp. Ord. B-71 with a favorable recommendation, second by Ms. Nichols-Rhodes. Motion passed (3-0).

Temp. Ord. B-72

An ordinance authorizing the Director of Public Service to enter into a contract or contracts, according to law, for the demolition of a structure located at 2831 Bailey Road, and removal of demolition debris, and certifying the cost thereof to the County Fiscal Officer for collection in the manner provided by law, and declaring an emergency.

Mr. Tony Demasi, City Engineer, presented Temporary Ordinance B-72 to Council. The Building Official has declared the building at 2831 Bailey Road below to be a dangerous building within the meaning of Chapter 1343 of the Summit County Codified Ordinances. The Building Official has provided notice to all owners and interested parties concerned with the building, instructing such owners and interested parties as to the repairs required to make the building safe, ordering the owners to repair or demolish the buildings accordingly, and informing the owners and interested parties of their right of appeal under Section 1343.07 of said Chapter. No appeals of the Building Official's order have been received and no remediation of the conditions found by the Building Official have been attempted or accomplished by any of the owners or interested parties. Council is requested to find and determine that the following described structure is insecure, unsafe, and structurally defective within the meaning of Ohio Revised Code Section 36 715.26, and dangerous building within the meaning of Chapter 1343 of the Summit County Codified Ordinances. The Director of Public Service will be authorized to enter into a contract or contracts, according to law, for the demolition of the dangerous building at 2831 Bailey Road, and removal of debris therefrom. The Finance Director will be authorized to make payment for same from the Capital Projects Fund, Line Item Capital Outlay. In accordance with the Ohio Revised Code Section 715.261, the Finance Director will be hereby directed to certify the costs of demolition and debris removal to the Clerk of Council who shall then certify the same to the Summit County Fiscal Officer for placement thereof on the tax duplicate together with interest and penalties provided by law.

Mr. Demasi stated that the owner did respond and say he would raze the structure, but, as of this date, no action has taken place. This ordinance will allow them to assess the cost for the demolition if they move forward.

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Mr. Gorbach asked if there would be opportunity for dialog with the owner if the Finance Committee brings this ordinance out and Council votes on it next week and it should pass during the time that they are doing their legwork, and the owner came back and says he wants to have it done. Mr. Demasi stated that if the owner would show them a demolition permit, that would slow the process down. That has happened in the past. They don't know if that is going to happen here, so they want to keep the process moving.

Ms. Nichols-Rhodes moved to bring out Temp. Ord. B-72 with a favorable recommendation, second by Mr. Iula. Motion passed (3-0).

Temp. Ord. B-73

An ordinance authorizing the Director of Public Service to enter into a contract or contracts, with Bell Equipment for the purchase of a leaf vacuum truck for use in the Street Department, and declaring an emergency.

Mr. Charles Novak, Street Commissioner, presented Temporary Ordinance B-73 to Council. The Director of Public Service will be authorized to enter into a contract or contracts with Bell Equipment as a part of the Ohio STS purchasing plan for the purchase of a leaf vacuum truck for use in the Street Department. The Director of Finance will be authorized and directed to make payment for same from the Capital Projects Fund, Line Item Capital Outlay.

Mr. Novak stated that there is available money within the Capital Projects Fund that they are hoping to use to purchase this vehicle. This is a one-person operator. They began purchasing these types of vehicles approximately a year ago. Throughout the industry, there is a labor shortage. It is hard to find temporary and full-time people. It is very difficult to provide services like a leaf pickup program when relying on seasonal employment to do the raking. They have started a movement towards purchasing one-operator units. This one is mounted on a cab and chassis and takes one person to operate it, rather than having seven people on a normal leaf pickup. There is a couple that are in production to meet their specifications, so if this ordinance goes through, they could have this units in early November.

Mr. Gorbach stated that it is impressive to get something like that done within such a short lead time. Mr. Brillhart stated that he had a very detailed conversation with Mr. Campbell about this vehicle. He likes the idea of the one-man truck and the brand is an excellent choice.

Mr. Iula moved to bring out Temp. Ord. B-73 with a favorable recommendation, second by Ms. Nichols-Rhodes. Motion passed (3-0).

Temp. Ord. B-74

An ordinance authorizing the Director of Public Service to enter into a contract or contracts for the lease of a street sweeper for use in the Street Department, and declaring an emergency.

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Mr. Charles Novak, Street Commissioner, presented Temporary Ordinance B-74 to Council. The Street Department's Street Sweeper is 10 years old and past its useful life. The Director of Public Service is hereby authorized to enter into a contract or contracts as a part of Ohio STS purchasing plan for the lease of a street sweeper for use in the Street Department. The Director of Finance will be authorized and directed to make payment for same from the Capital Projects Fund, Line Item Debt Service.

Mr. Gorbach asked if this is a replacement. Mr. Novak stated that this is a replacement for their regenerative air sweeper. They have two sweepers in the Street Department. This is to replace the vacuum sweeper. They are going to attempt to see if there's a trade-in value with that. If not, they will have Mr. Campbell sell it off.

Ms. Nichols-Rhodes moved to bring out Temp. Ord. B-74 with a favorable recommendation, second by Mr. Iula. Motion passed (3-0).

The meeting adjourned at 7:17 p.m.