

Regular/Public

December 21, 2020

Council President Paul Vance called the regular meeting to order. Pastor Chuck Davis, Calvary Assembly of God, led the prayer. The pledge was recited.

Roll call. Handwerk, Aspiras, Lorson, Mosley, Foy, Widmer and Wilson. All present.

Council minutes of regular meetings held December 7, 2020, were presented for approval. Lorson moved to approve those minutes; Wilson seconded. Roll call vote; all yeas; motion carried.

Standing Committee Reports - none

Administrative Reports

Mayor Handwerk: Board and committee appointments by the mayor were presented for council approval. Utility Board: returning for another term, Russell Miller. Board of Zoning Appeals: returning for another term, Kevin Domer and Al Lehman. Street Tree Commission: returning for another term, Esther Leggett and Sue Vernon. Design Review Board Sue Ann Werntz and Barb Weaver are stepping down. We thank them for the time they served on the board. Replacing them will be Adam Hanzie and Dawn Brown.

Lorson moved to approve the slate of appointees as recommended by the Mayor; Mosley seconded. Roll call vote; all yeas; motion carried.

Not needing council approval was Planning Commission Bob Snyder returning for another term. The Mayor then read the members of each board/commission just for review.

President Vance thanked all those that step up and serve their community on these boards and committees.

Safety Service Director Wheeler: Leaf pick up has been completed. The fire department's chase vehicle pickup truck arrived. Chief Birkbeck was introduced to highlight a new police department program, Orrville Security Camera Registry Program. A program for resident's with exterior cameras that records and saves video footage and may catch sight of something that happens in your area. It could also be a missing juvenile or elderly person that wandered off in which case it can give an accurate clothing description for them. Once the resident registers, the police department can contact you to check your camera footage if something happened in your area.

Utility Director Brediger: All utilities are going well. Tree trimming around power lines is ongoing. We contract out for that and they work 8-9 months out of the year. Each crew generally has an arborist. We cover roughly 125 square miles. We try to stay proactive and keep them trimmed back before they become problems. It is never popular. The methods we use are the same arborists use. We need to keep them off the lines and from getting into the lines. It keeps our crews from having to go out in the middle of an evening when its storm related. We spend \$150,000-\$200,000 a year trimming trees. Contact our distribution department if you have questions.

Finance Director Strimlan: Income tax collection update through November, we collected \$6.8M, down 1% from 2019. Revenues have improved since the beginning pandemic when we were down 13% in April due to tax filing deadlines extension as well as reduction in business estimated payments. As of November, withholding is up 3% from 2019. The only lagging tax revenue source is the business estimated tax payments. The CARES funding spending is coming to a close at the end of the month. We received a little over \$695,000, with an expected additional \$30,000. Council will be given a breakdown of the spending at final reporting. There was a request to approve the previously distributed November 30, 2020, Fund Balance Report subject to audit.

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Wilson moved to approve the fund balance; Lorson seconded. Roll call vote; all yeas; motion carried.

Council President Vance: We will have a Charter Review committee meeting in 2021. It will be comprised of two residents from each ward and one per at-large. Please get your recommendations to the clerk. We would like to get underway early next year, with the group compiled by mid-January.

Old Business

Resolution 47-20 Lorson moved that it be placed on third reading. Mosley seconded. Roll call vote; all yeas; motion carried.

Resolution 47-20, A Resolution to make appropriations for current expenses and other expenditures of the City of Orrville, State of Ohio, during the fiscal year ending December 31, 2021, and declaring an emergency.

Discussion: Appropriations are \$58M; \$15M for tax supported funds and \$43M for Utilities. This allows us to expend funds the first three months of the year. Prior to middle February we will gather your input for the final appropriations process.

Lorson moved that Resolution 47-20 be adopted as read. Wilson seconded. Roll call vote; all yeas; motion carried.

New Business

Resolution 48-20 Lorson moved that it be placed on first reading. Handwerk seconded. Roll call vote; all yeas; motion carried.

Resolution 48-20, A Resolution authorizing the Finance Director of the City of Orrville, Ohio, to enter into a contract with the Independent Public Accounting (IPA) firm of James G. Zupka, CPA, Inc., for the provision of financial audit services for the period January 1, 2020, through December 31, 2022.

Discussion: The State Auditor is responsible for auditing all public offices in Ohio, about 5900 entities. A portion of audits are conducted by independent accounting firms. Due to time constraints the next three years in the auditor's office, they requested a certified public accounting firm perform our audit for the next three years. We believe this to be beneficial to have an independent firm in for a few years will bring a different perspective and a second set of eyes to review the information, perhaps find something that was overlooked, or make recommendations to do something in a different way or more efficiently. The auditor's office prepared the RFP with numerous categories in a matrix used to evaluate each firm. There was a 37% difference in cost from the lowest to the highest proposal. Upon review of them all, the only major difference was cost. In conjunction with the auditor's office it was determined that the contract with James Zupka would be in the best interest of the City of Orrville. The cost is less expensive than the auditor's office performing the audit.

Lorson, given this has been reviewed and we are saving money with this firm, moved that the rules, regulations, and statutes requiring the reading of a resolution on three separate days be suspended. Widmer seconded. Roll call vote; all yeas; motion carried. Lorson moved that Resolution 48-20 be adopted as read. Wilson seconded. Roll call vote; all yeas; motion carried.

Resolution 49-20 Lorson moved that it be placed on first reading. Handwerk seconded. Roll call vote; all yeas; motion carried.

Resolution 49-20, A Resolution to make appropriations for current expenses and other expenditures of the City of Orrville, State of Ohio, during the fiscal year ending December 31, 2020, and declaring an emergency.

Discussion: This is a change due to Resolution 45-20, 2021 Lifeline ambulance purchase. We need to increase final appropriations \$300,000 in fund 403, the EMS

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equipment fund for the purchase. Since the ambulance acquisition was previously approved, request to pass on first reading to wrap this up in the finance department by yearend.

Lorson, having approved the ambulance purchase previously, moved that the rules, regulations, and statutes requiring the reading of a resolution on three separate days be suspended. Aspiras seconded. Roll call vote; all yeas; motion carried. Lorson moved that Resolution 49-20 be adopted as read. Aspiras seconded. Roll call vote; all yeas; motion carried.

Resolution 50-20 Lorson moved that it be placed on first reading. Wilson seconded. Roll call vote; all yeas; motion carried.

Resolution 50-20, A Resolution authorizing the Director of Finance of the City of Orrville, Ohio, to enter into a Discretionary Investment Management Agreement for professional management of various City and Utility Funds and declaring an emergency.

Discussion: This was mentioned at our last meeting when distributing the investment reports to council. The city has funds in excess of \$50M at any given point in the calendar year. The finance department is responsible for directing the investment of those funds. Along with many other local governments, we retain an investment advisor for assistance. Meeder has been with us for the past 15 years. They manage more than 300 public entities like Wayne County, City of Wooster, City of Ashland, City of Canton, City of Massillon, City of Wadsworth as well as for many of our AMP partners. In 2019 we earned approximately \$945,000 in interest with their assistance. Council was asked to set time aside on the January 19 meeting agenda for an update from a Meeder representative on our investment portfolio, the economy and how that may impact us. This will go to second reading.

Ordinance E-20 Lorson moved that it be placed on first reading. Widmer seconded. Roll call vote; all yeas; motion carried.

Ordinance E-20, An Ordinance establishing an Unclaimed Monies Fund for the City of Orrville, Ohio.

Discussion: This is to establish an unclaimed money fund. We accumulate a number of outstanding checks that remain unclaimed despite our numerous attempts to contact them. Many are utility deposit refunds after service is terminated and they don't provide us or the post office with a forwarding address and the checks are returned to us. Political subdivisions are exempt from reporting to the Ohio Division of Unclaimed Funds. ORC allows for us to open a fund to retain these monies in trust for 5 years when it then reverts to a general fund. Information will be added to the finance and utility websites to list unclaimed funds where the names will remain on for five years. We are looking into publishing those names and proper procedure for that since we are a political subdivision. Posting on the doors. On the website. Something along those lines.

Lorson, being a valuable service to our utility customers and costs us no money to establish the fund, moved that the rules, regulations, and statutes requiring the reading of an ordinance on three separate days be suspended. Handwerk seconded. Roll call vote; all yeas; motion carried. Lorson moved that Ordinance E-20 be adopted as read. Wilson seconded. Roll call vote; all yeas; motion carried.

Ordinance F-20 Lorson moved that it be placed on first reading. Mosley seconded. Roll call vote; all yeas; motion carried.

Ordinance F-20, An Ordinance authorizing the use of Utility Task Vehicles (UTV) on streets in the City of Orrville, Ohio, providing an inspection program therefore and repealing inconsistent legislation.

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Discussion: This comes before us as a result of the transportation committee meeting discussing side-by-side UTV need for legislation. The only street in the city limits above 35 mph is Main Street close to the corporate limits it is 45 for a very short stretch. Chief Birkbeck mentioned there have been no problems with golf carts which have to be certified with radar gun what their maximum speed is. There are only three golf carts registered. The UTV's will be easier. Also there is an age restriction put in place on these. The registration will not include a sticker at this time. It is believed we won't have many. Registration inspections are restricted to being done for individuals that have Orrville mailing addresses to being able to ride their UTV's on the streets in Orrville. Our requirements also include mandatory front windshield wipers. This will go to second reading.

Good of the Order –

Wheeler: Trash pickup is on normal schedule this week and next week.

Adjournment

Lorson moved to adjourn the council meeting; Handwerk seconded. Roll call vote; all yeas; motion carried.

Council adjourned at 8:28 p.m. We will return on January 4th.

Jeanne Gault, Clerk of Council

_____, 2020
Date

Paul Vance, President of Council