

KIRTLAND CITY COUNCIL MINUTES

February 3, 2020 – Work Session

The work session meeting of Kirtland City Council commenced at 6:37 p.m. Council members present were: Scott Haymer, John Lesnick, Richard Lowery, Jeffrey Ruple, Matthew Schulz, Joseph Smolic and Kelly Wolfe.

Mayor Kevin Potter, Law Director Daniel Richards, Assistant Finance Director Louis Slapnicker, City Engineer Philip Kiefer, Service Administrator Duane Martz, Police Chief Lance Nosse, Fire Chief Anthony Hutton and Economic Development Manager Monica Drake were also in attendance.

With regard to Resolution No. 20-R-4 relating to stormwater funding for SR 306, Mayor Potter noted that the MOU would provide for additional funding of approximately \$103,000, reducing the stormwater fund by that amount. The Mayor stated he is asking Council to amend the legislation so that the MOU reflects the additional funding amount of \$34,760 instead of the \$103,000. Mayor Potter stated that after deducting the amount of in-kind contributions, the difference is \$34,760.

Councilman Lesnick inquired about the final cost for SR 306. Mr. Slapnicker stated he does not have that amount currently, noting that the City Engineer recently prepared a final report and he is working through the numbers. Responding to Mr. Lesnick, Mr. Slapnicker advised that a large portion of the \$486,000 is return escrow funds. Mayor Potter stated that the \$34,760 gives the City the ability to finish paying off the escrow. Mr. Slapnicker stated that \$500,000 will be coming due with regard to the original borrowing for SR 306. He stated that the amount currently in the fund balance is not enough to cover that debt payment. Answering Mr. Lesnick, Mr. Slapnicker confirmed that the intention is to use the \$34,760 toward payment of the \$500,000 note and all interest.

Following discussion, Mr. Slapnicker stated that going forward, project funds will be encumbered and there will be an associated project number. He stated that invoices received will be tagged to that encumbrance with the project number. Mr. Slapnicker stated this relates to legislation on tonight's agenda to establish three new funds for capital improvement projects. Mayor Potter noted that establishing these funds is an effort to build the budget for this year. Mr. Slapnicker explained that with the three new funds, they will be able to determine specific project costs.

Councilman Ruple inquired about the need for Council approval of this administrative function. Mr. Richards advised that the Finance Director is establishing these funds for more accountability. He noted that in ORC 5705 there is a provision for establishment of funds and that a home rule city has the authority to set up such funds.

Referring to Resolution No. 20-R-8, Mayor Potter stated that the completion date has to be changed from June 1 to June 30, and it was the Law Director's opinion that this should be brought before Council to accept the date change. Mr. Kiefer stated that the reason for the delay is that they were having trouble lining up contractors.

With regard to the NOPEC grant acceptance, Mayor Potter stated that for the past couple years the City has received grant money for NOPEC, which was used for LED lighting. He stated that there is a municipal building that has not yet been switched to LED lighting, noting that the money can be used for energy purposes. Mr. Lesnick inquired if it is necessary to waive the three

readings, noting that he prefers to have legislation on the agenda in time to receive three readings. Mr. Richards advised that there is a deadline, and that the legislation was placed on the agenda as soon as the information was received from NOPEC.

Mayor Potter noted that legislation is on the agenda regarding appointments to the Charter Review Committee. He noted that the Committee will need to have a public hearing before submitting to Council their recommendations, if any, for proposed changes to the Charter to be placed on the ballot. The Mayor stated that for Council to have three readings, it will need to be on the agenda for the second meeting in June, unless a special meeting is scheduled before the deadline for ballot issues. The Mayor noted that the sooner the Committee is appointed, the sooner they can begin their review, and he requested that Council waive the three readings.

Council President Lowery inquired if the legislation for establishment of new funds needs to be passed tonight. Mr. Slapnicker stated that the sooner the new funds are approved, the sooner they can be included in the budget. Mayor Potter noted that the legislation is only for the establishment of the funds; it is not for approval of any spending at this time.

Councilman Smolic inquired if the quarterly fees for Temple View can be raised so the City can catch up in that fund. Mr. Kiefer advised that any changes in fees have to be recommended by the Public Utilities Commission, then Council would approve or disapprove the recommendation.

It was noted that the usual March 16 meeting (third Monday) was changed to Wednesday, March 18, because the Board of Elections will be setting up for the March 17 primary election. Noting that the school's spring break is March 13 to 20, Council President Lowery inquired about Council members' availability that week and whether there would be a quorum for the meeting. Mayor Potter noted that the third reading of the budget will likely be at that meeting. Upon discussion, it was agreed by Council that the second meeting in March be changed to Monday, March 23; a Resolution will be placed on the next agenda to amend the legislation setting the meeting dates.

There was no further discussion, and the meeting adjourned at 7:00 p.m. upon the unanimous consent of Council.

President of Council

Clerk of Council