

# PORT CLINTON CITY COUNCIL

## FINANCE COMMITTEE

### Meeting Minutes

April 19, 2016

1. CALL TO ORDER – Mr. Below called the meeting to order at 6:31 pm. Present were committee members Gabe Below (Chair), Lisa Sarty, and Beth Gillman, Safety-Service Director Tracy Colston, Auditor Cole Hatfield, and Councilman Margaret Phillips.
2. AUDITOR’S REPORTS
  - a. Mr. Hatfield noted that as of March 30<sup>th</sup> the city’s revenue was a 35% and expenses were at 26% which is a good start to the year and close to his targets.
  - b. Mr. Below requested any questions concerning the monthly reports to be submitted via email.
3. MADISON STREET ROAD RECONSTRUCTION LOAN FROM OHIO PUBLIC WORKS COMMISSION – ORDINANCE 12-16
  - a. Mr. Hatfield and Mr. Colston discussed the ordinance, the Madison Street project, and the decision to pursue a loan rather than competing for grant funds given the importance of the project and timeline. Mr. Hatfield described changes in the OPWC grant rating structure, preference for township projects, and comments he received from OPWC officials.
  - b. Mr. Below asked if the loan would be for the same amount as originally sought. Mr. Hatfield confirmed and stated the amount would be for \$275,000, with expected debt service payments totaling \$10,000 annually for the expected 27-year lifetime of the project. Mr. Hatfield stated that such payments from the Municipal Purposes Fund would be feasible.
  - c. Mr. Below asked about the Second Street and Fulton Street extension projects and funding source. Mr. Hatfield indicated that the city could still pursue OPWC grant funds for those projects by bundling the projects into a single competitive application.
  - d. Mrs. Sarty made a motion, seconded by Mrs. Gillman, to recommend to the full council waiving the three required readings, retaining the emergency clause, and passage of Ordinance 12-16 at the April 26<sup>th</sup> meeting. The motion was approved 3-0.
4. MADISON STREET WATER LINE AND SANITARY SWER LOAN FROM OHIO WATER DEVELOPMENT AUTHORITY – ORDINANCE 13-16
  - a. Mr. Below asked about the amount to be requested. Mr. Hatfield indicated that no amount will be listed in the ordinance because OWDA will not make an award until after bid opening.
  - b. Mr. Below asked about the deadline. Mr. Colston said that bids will have to be in May to meet the project timeline so the ordinance will need to be passed soon.
  - c. Mr. Hatfield stated it would likely be a 20-year loan totaling between \$200,000 and \$300,000, based on the similar Second Street project. Mr. Hatfield indicated that debt service payments would not be an issue.
  - d. Mrs. Sarty made a motion, seconded by Mrs. Gillman, to recommend to the full council waiving the three required readings, retaining the emergency clause, and passage of Ordinance 13-16 at the April 26<sup>th</sup> meeting. The motion was approved 3-0.
5. PURCHASE OF A DUMP TRUCK – ORDINANCE 14-16

- a. Mr. Hatfield state the purchase price of the Perkins would be approximately \$12,500 which would come from the Municipal Purposes – Equipment fund. Mr. Hatfield noted that two truck have already been replaced, so this purchase would complete the fleet.
- b. Mr. Below noted that we would need to amend Section 2 to include the fund and account number.
- c. Mrs. Sarty made a motion, seconded by Mrs. Gillman, to recommend to the full council waiving the three required readings, retaining the emergency clause, and passage of Ordinance 14-16 at the April 26<sup>th</sup> meeting. The motion was approved 3-0.

6. OPEN TOPIC

- a. Mr. Below asked about the city garage property on Park Drive which he understood to have received some interest from a real estate agent on behalf of a small manufacturer.
- b. Mr. Colston confirmed and indicated that Mr. Wilber said that a sale would be feasible.
- c. Mr. Hatfield said it is challenging due to improvements already made to property for city use, so that a \$450,000 sale price would likely be in order. Mr. Hatfield indicated that Mayor Wheeler had discussed this with Jamie Bier-Grant at the Ottawa County Improvement Corporation who was fielding the inquiry from the realtor.
- d. Mr. Below, Mrs. Sarty, and Mrs. Gillman expressed interest in a new company and additional jobs in the city.
- e. Mr. Colston stated that the city has been waiting a good amount of time, postponing likely improvements, and that he believed there should be a deadline. Mrs. Sarty and Mrs. Gillman agreed. Mr. Below said if a new business is interested in the property, that's a great thing that should be pursued.

7. ADJOURNMENT – With no further discussion, Mrs. Sarty made a motion to adjourn, seconded by Mrs. Gillman. The meeting was adjourned at 7:14 pm.

Submitted by

Gabe W. Below, Chair

May 22, 2016