

**The FINANCE COMMITTEE held a Meeting on
MONDAY, JULY 25th, 2022 beginning at 6:32 P.M.**

FINANCE PRESENT: Co- Chair Tollett, Cerra, Davis, Schneider, Absent: Stewart

CD PRESENT: Chair Callahan, Mitchell, Oswald, Schneider, Lipian

OTHERS PRESENT: Law Dir Breunig, Safety Svc Dir Brubaker, Finance Dir Pileski, Police Chief Pelko, Engineer McKillips, Public Works Dir Conner, Fire Chief Pronesti

1. Approval of the Finance Committee Meeting Minutes ~ June 27TH, 2022.

Mrs. Davis moved, second by Mr. Cerra to approve the ‘said’ meeting minutes.

2. The matter of Delinquent Lot Mowing Charges to be certified to Lorain County Auditor’s Office. (Standing Referral)

Referred By: Safety Service Dir Brubaker

Director Brubaker said these are the first round of liens and there are about 25-26 on this list. The charges will be placed on properties for lot mowing charges that we have incurred since the first billing was in May. There will be a second round of delinquent charges coming in another month or so. But fortunately the amount of charges has gone down. We are still cutting a lot of vacant houses and lots to cut but, a lot of property owners seem to be cutting their lawns once they get their notice. Once it’s passed by full council the clerk’s office takes it to the County Auditor’s Office to be certified for liens on the properties.

Chair Tollett asked if there were any questions. He said this is a standard process. No questions and he asked for a motion.

Mr. Cerra moved and Mr. Schneider seconded to authorize a resolution to certify the ‘said’ charges to the Lorain County Auditor’s Office.

MOTION MADE COMMITTEE REPORT WRITTEN

3. The matter of inactive/delinquent EPU Accounts to be certified to Lorain County Auditor’s Office. (Standing Referral)

Referred By: Public Works Supervisor Conner

Public Works Supervisor Conner said this is the normal monthly list that they provide of inactive accounts that have not been paid. They need permission to turn this accounts over to the Lorain County Auditor’s Office for liens.

Mrs. Davis asked about the property of 1591 West River Rd., she asked if it’s a business or an apartment since it’s an LLC.

Mrs. Conner said it’s the shopping strip across from the Mall.

Chair Tollett asked for a motion.

Mrs. Davis moved and Mr. Cerra seconded to authorize a resolution to certify the ‘said’ accounts to the Lorain County Auditor’s Office.

MOTION MADE COMMITTEE REPORT WRITTEN

4. The matter to advertise for bids and enter into a contract for Utility Bill Printing and Mailing of EPU billings, including Storm Water bills.

Referred By: Public Works Supervisor Conner (This was passed by Utilities on July 13th)

Public Works Supervisor Conner said they are asking to advertise for bids for the department's billing service to print the bills and mail them out for both monthly utility billing and for the stormwater billing. They bill out about 23,000 utility bills a month and about 18,000 quarterly storm water bills. Postage is about \$148,000 and printing of bills is about \$62,000. They are looking for a 3-year contract, and to be able to renew after the first year. The current contract expires November 30th.

Law Dir Breunig asked if this is to pick up renewal years on the current contract or to advertise for a new contract.

Ms. Conner said it is to advertise for a new contract. They just finished up the third year of the original contract. This is a contract that is for 3 years.

Mrs. Davis asked if this is the same company or will it be a new company?

Ms. Conner said they use a company called Utilitech, they merged with a company called Duxan and that's the only company they've used since they've used this off-site billing service, which has been for about 9 years. She is assuming that the same company will bid again. There could be several different companies that may bid on it.

Mr. Schneider moved and Mr. Cerra seconded to recommend an ordinance for the Mayor to advertise for bids and enter into 'said' contract.

MOTION MADE

COMMITTEE REPORT WRITTEN

5. The matter of authorizing the Mayor to advertise and award a contract for the 2022 Emergency Sanitary and Storm Sewer Repair Contract.

REFERRED BY: Engineer McKillips

(This was passed by Utilities on July 13th)

Engineer McKillips said this is an annual program that they have been operating for many years. Most of the monies have been appropriated in the budget. This is a contract where sewer spot repairs and spot lateral connections that require repair is done by an outside contractor. The City doesn't have the capabilities to do these within house.

Chair Tollett said he thought this started in the mid-eighties.

Engineer McKillips said yes.

Law Dir Breunig asked when the contract will expire?

Eng McKillips said this does need to pass as an emergency because they are about out of funds with the current contract.

There were no more questions. Emergency clause is requested.

Mrs. Davis moved and Mr. Cerra seconded to recommend an ordinance authorizing the Mayor to advertise for and award a contract for the 'said' contract.

MOTION MADE

COMMITTEE REPORT WRITTEN

6. The matter of authorizing the Mayor to advertise and award a contract for the Rockfern Ave. Storm Sewer Improvement Project.

Referred By: Engineer McKillips

(This was passed by Utilities on July 13th)

Engineer McKillips said this is for the Mayor to enter into a contract for a CDBG (Community Development Block Grant) in the amount of \$122,686 for the project on Rockfern for the installation of storm sewers from Foster Ave to Lowell St. The storm sewer fund will be contributing \$286,000. The total of the entire project is \$408,686. The new storm sewers project includes sewers and laterals for the homes. The road will be resurfaced when the project is completed. Funds have been appropriated for this project.

And the residents of Rockfern will be notified. Chair Tollett asked for a motion.

Mr. Cerra moved and Mr. Schneider seconded to recommend an ordinance for the Mayor to advertise for bids and award a contract for the 'said' project. Emergency clause is requested because the project needs to be completed before the end of the year.

MOTION MADE

COMMITTEE REPORT WRITTEN

7. The matter of applying for and accepting, a Justice Assistance Grant (JAG), in collaboration with Lorain County Sheriff and Lorain Police

Referred By: Police Chief Pelko

Chief Pelko said they have collaborated with Lorain Police Department and the County Sheriff's Dept. for this Grant. They would like to apply this year. The department will receive \$12,876.67 that they can use toward combating violent and serious crimes. There are no matching funds by the City. Emergency is requested. Deadline to apply is first week of August.

Mr. Cerra moved and Mrs. Davis seconded to recommend an ordinance for the Mayor to apply for the 'said' grant.

Emergency clause is requested due to application deadline.

MOTION MADE

COMMITTEE REPORT WRITTEN

8. The matter of a Request for Proposal and entering into a contract for the purpose of EMS Response and Transport.

Referred By: Safety Service Dir Brubaker

Dir Brubaker said he has been in discussions with Law Dir Breunig and Chief Pronesti regarding the Lifecare contract for a number months. The last time a contract was put out for this was in the 1980's. The market has changed, emergency response has changed, the transport has changed. We have more paramedics in the Fire Department. They are looking to send out requests for proposals to see what's out there. It will allow us the change the contract, which hasn't been changed as far as who goes on what, who responds to what in many years. The Fire Dept. goes on many more calls, the population is growing and older. This is simply known as the Lifecare contract and it's going to allow us to go out for proposals. He will ask that this go as emergency clause. They will be working with the Engineer's Office, Law Office and Chief Pronesti to get this out as soon as possible. The current contract will automatically early next year. They are not looking to replace anything or anybody, they're just seeing what else is out there based on the needs of the residents, needs of the fire and police departments and what goes into that contract and what we need to do to amplify and up what's within that contract.

Law Dir Breunig said that going out for proposals on this came much at his urging. It was not pushed by administration or fire. He requested it because it's been far too long since the City has entered into any kind of competitive selection for this service. This is basically a monopoly operating with our city within our city sanctioned by the City an Council. As it was pointed out, the industry is changing. Some of the things that were put in that contract at the last RFP process are antiquated and we need to move on. Whether Lifecare submits a proposal like any other company and we will need to evaluate what is best for the City and best for the residents.

Mrs. Davis asked if we have a contract with Lifecare now? And do they charge us?

Dir Breunig said they do not.

Mrs. Davis asked if we're just looking for another company who can do it like Lifecare and not charge anything?_ Where is any other company close to us besides Lifecare?

Dir Breunig said is that we can't presuppose that some other company doesn't have an interest._ There are other EMS providers that may currently not have a foothold in Elyria, but may have the capacity to expand. There have been some issues with Lifecare. Not to rise to the level that we would want to terminate the contract, but enough to raise questions for us to look into and see if there are other providers. We're looking what's in the best interest on Elyria residents and not Elyria companies. Whether they're paying us or we're paying them, that's not as relevant as whether the service is adequate.

Mr. Tollett said one of the things that was brought up by Chief Pronesti several months ago is the level of service. What the consumer gets. Today on newer ambulances, they can actually have live video feed from a physician in the ambulance doing the exam live._ To explore and see what's out there is a great idea. There might be new technology.

Mr. Cerra moved and Mr. Schneider seconded to recommend an ordinance authorizing the Mayor to go out for RFP and enter into an EMS Contract for Response & Transport. Emergency clause is requested due to application deadline.

MOTION MADE

COMMITTEE REPORT WRITTEN

9. The matter of Amendments to the 2022 Permanent Appropriations.

[Standing Referral]

Referred By: Finance Directors Pileski and Farrell

Finance Dir Pileski said there will be there for this evening.

1. General Fund - Transfer in CMG from salary & wages to operating & maintenance in amount of \$21,840 for repairs to a vehicle lift at the garage.
2. General Fund - Misc. General Government Dept. - operating & maintenance \$100,000 for payment to the Elyria Community Partnership, which is our match to the grant given to the City by the Nord Family Foundation, per ordinance 2022-99.
3. Police Levy Fund - operating & maintenance adding \$8,620 to operating & maintenance for money received from the sale of equipment and they will purchase clothing and gear for EPD.

Mr. Tollett asked if these need to be passed as emergency?

Dir Pileski said no, they don't need to be passed as emergency because they will take effect upon signatures.

Mr. Cerra moved and Mr. Schneider seconded to recommend an ordinance to authorize the 'said' appropriation changes.

MOTION MADE

COMMITTEE REPORT WRITTEN

Chair Tollett asked for a motion to adjourn.

Mrs. Davis moved and second by Mr. Schneider to adjourn this evening's Finance Committee Meeting at 6:30 P.M.

MOTION CARRIED

Respectfully submitted by,

*Colleen Rosado,
Council Clerk Secretary/Administrative Assistant*

CMR/