

VILLAGE OF OAKWOOD

COUNCIL FINANCE (BUDGETARY HEARING) COMMITTEE MEETING MINUTES

February 26, 2019

PRESENT:

Johnnie Warren – Council President

Elaine Gaither- Council at Large

Chris Callender – Ward 1

Eloise Hardin – Ward 2

Anthony Akins- Ward 3*

Candace Williams – Ward 5

Brian Thompson- Finance Director

Gary Gottschalk-Mayor*

ABSENT:

Patricia Rogers – Ward 4

* Arrived after roll call

Thompson opened meeting at 6:25p

Building Department

Thompson reviewed the 2018 budget including a \$10,000 increase in wages for 2019 with staff consisting of Dan Marinucci, Lillie Hicks, Debbie Stoffl and Crystal Williams. They are looking to add a part-time staff member to digitize the street files. **Marinucci:** We had summer help last year, who started the process of scanning and inputting the info for retrieval purposes. She is no longer here, but we need someone to complete that process. **Warren** asked if someone wanted to pull a permit, you could see the history of that property historically? **Marinucci:** Exactly. It is a big effort. Also, some of the papers in the street file are beginning to fade. We need to preserve the records. **Gaither:** Will this be permanent part-time staff? **Marinucci:** Yes, about 20 hours a week. **Williams:** After the digitizing is complete, what would that person be doing? **Marinucci:** Once that is completed, we wouldn't need that person, unless something arises. That person would be strictly associated with that task. If there is a fire, all the records would be gone. **Williams:** They won't be permanent. **Marinucci:** Right with no benefits. **Thompson:** There was someone in a part-time position, but that person has been gone three years already. **Gaither** asked about Davie driving around the village for infractions in the code. **Marinucci:** Crystal Williams will be doing that. **Gaither:** A house on Booker has a garage door missing. **Williams:** It has been that way several years. **Gaither:** I would think someone from the Village would have seen it. Issues like that could be reported to the Council person, but whoever is responsible should know that in the Building Dept. **Marinucci:** Crystal spoke with Ms. Rogers and Ms. Hardin regarding issues. **Gaither:** People should be sited. **Warren:** Is it a CMHA house? **Williams:** Private owner. **Warren** asked how the CMHA house is going. **Marinucci:** We did an inspection today, they re-poured concrete and the garage floor. It is coming along nicely. **Thompson:** Printing and Reproduction involves order forms, updating of letterhead, reorder of inspection sheets and business cards. Professional Dues will increase. **Marinucci:** ICC is International Code Counsel which does examinations and testing. **Gaither** asked about it. **Marinucci:** That is the governing body that does the tests. I need to get Crystal certified. **Warren** asked if she has her RBI. **Marinucci:** I am pushing for that. **Warren** asked if she has her interim. **Marinucci:** We applied for that and the check is being sent in the mail; **Warren:** They meet the end of this month. **Marinucci:** We needed the \$30 check to send it in. Ohio Codes are changing. She and I will be attending the session in Cincinnati for the 2019 residential codes. Next Tuesday she will be there. **Thompson:** Misc. Contractual involves outside inspector, software upgrade, IT, a plan examination and copier. **Marinucci:** We have Premier, Petitti, Dakar, United Survey, Federal Metal had a fire, they are working on the drawings for the project and there is Dunkin. **Williams** asked about the outside inspector. **Marinucci:** I do those inspections and Bob Rodic does electrical and plumbing, which I am not certified in. Neil Hoffman does plan examinations. **Gaither** asked about the engineer. **Marinucci:** Mr. Hren does not do this part. **Warren:** He probably does the site plans. **Marinucci:** Yes. Internal electrical, plumbing, etc. we do that. **Warren** asked who does HVAC inspections. **Marinucci:** Bob Rodic does that. I do some. It isn't easy to get the electrical certification if you have never had electrical engineering. I do the concrete, footers, framing, roofing, windows, winterization, and the HVAC Bob does. I can do

HVAC on residential. **Warren:** Rodic is certified in commercial. **Mayor:** Shelby Burns is the guru of zoning in North East Ohio and has used some of Dan Marinucci's expertise on his projects. **Warren:** He wrote some of the Ohio Real Estate Laws. **Mayor:** He is 85 years old and working every day. **Thompson:** Conference Education for the OBOA, ICC certifications and ICC code manuals. **Gaither** asked the cell phone numbers of both Marinucci and Crystal. He also addressed the remainder of the Building Dept. budget. The overall projection is \$266,350 which is an increase of \$33,051.62 over 2018. **Warren** asked about Crystal. **Marinucci:** She is full time.

Debt

Thompson: We have \$2.335 million in notes for various equipment. Land acquisition for the Premier project, \$3.3 million in addition to various bonds with a total of \$6.6 million. **Williams** asked about the previous two years debt amounts. **Thompson:** will compile that report for Council.

Amortization Schedule

Thompson explained the report. Total \$3.8 million in payments for bond retirement obligations in 2019. **Williams** asked about the totals. **Thompson:** The \$1 million for the notes for Macedonia Road and we have five years to roll the notes in which they fund me the dollars and I pay off the note. We will retire debt in \$75 - \$100,000 in 2019. For the bonds, I am retiring \$100-\$150,000 each year. **Warren** asked if we are paying off the entire note for the Macedonia Road property note. **Thompson:** Yes. **Williams:** At the end of 2019, what will this number look like? **Thompson:** About \$1.1 million less.

Meeting adjourned 7:00pm

Approved: March 19, 2019

Johnnie A. Warren
Johnnie Warren, President

Debra Hladky
Debra Hladky, Clerk of Council