

RECORD OF PROCEEDINGS

VILLAGE OF PLYMOUTH

Rules and Finance Committee Minutes

March 10, 2020

Rules and Finance Committee met on Tuesday, March 10, 2020 at 10:00am. The following were present:

Councilwoman, Joan Felver
Councilwoman, Susan Moore
Councilwoman, Susan Broderick
Councilman, Matthew Patrick

Administrator, Tom Rusynyk
Police Chief, Thomas Hintz
Mayor, Cassuandra Fryman
Fiscal Officer, DiAnn Jamerson

Vehicle Leases

Mrs. Felver asked for an update about the vehicles. Chief Hintz spoke on the difference between a Chevy Tahoe and the Ford Interceptor. He feels we might be better off buying the Tahoe. The Chevy would have a better resale value and would have more room for the equipment that must be in the vehicle. Chief Hintz and Administrator Rusynyk have checked with Tim Lally Chevrolet and Sharpnack. They are waiting to hear from Donley Ford in Galion. Currently Sharpnack has a better deal for the utility trucks and Lally has a better deal for the police cruisers.

Administrator Rusynyk stated with trade-in's the new utility trucks would be approximately \$9,000.00 per truck. What is not known is if it will change if the Police cars are purchased somewhere else.

Councilwoman Felver asked how many trucks the Utility Department currently has. It was stated that there are currently five. They are as follows: 1979 Ford, 2011 Dodge, and 3 2017 Fords.

Chief Hintz recommended going with Tim Lally Chevrolet. He stated the full size Chevy will be worth more in the future for trade-in value.

Councilman Patrick suggested trading in the Caprice for one vehicle, and keeping the current SUVs. It was also the opinion of Councilwomen Broderick and Moore to get one vehicle this year and then next year trade the explorers in. They are currently still under warranty. Councilman Patrick also asked why the Caprice runs only on the weekends. Chief Hintz stated it was because of mileage. The other vehicles run all week.

Councilwoman Moore asked why we have four police vehicles. Chief Hintz stated the department works 24/7 and the number of vehicles they have allows the mileage to be reduce by dividing it up between the four vehicles. It was also stated he and Captain Gordon take their vehicles home to respond to calls. The question was asked if there was a rule on how far the vehicles can be driven out of town when being driven to and from work. Councilwoman Felver stated yes there was.

Councilman Patrick stated his concerns on the public perception of new vehicles when there are potholes all over the town.

Chief Hintz stated with new vehicles, we are not spending thousands of dollars for repairs. It is cheaper to get a new vehicle than paying for expensive repairs on out of warranty vehicles.

Councilwoman Moore asked Chief Hintz if he was ok with trading in the Caprice and getting one vehicle, and continue using the other vehicles while they are still under warranty.

Chief Hintz explained with the use of State purchasing it allows us to buy a vehicle for about half the cost that we would otherwise pay full price.

Councilwoman Felver clarified that we are looking at getting one police cruiser and three utility trucks.

Chief Hintz stated there are 10 or less Tahoe's in stock at Tally Chevrolet. He spoke with them and if Council would provide a letter they would save the vehicle for us until the proper legislation and financing could be arranged.

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Chief Hintz stated the cost to equip the new vehicle is not included with the purchase. It is normally an additional \$6,000 to \$7,000. But Lally can do it for \$11,000 if we would like it included in the lease/loan. It was asked if he could check with Lally to see if they could reduce that cost to be closer to what we normally pay. Chief Hintz said he would talk to them. If we went the route purchasing it with the vehicle, it would also be under warranty.

Equipment was discussed. The equipment does not normally transfer between vehicles due to the differences in the body styles and changes made with newer vehicles. For the equipment to transfer it would need to be the exact same vehicle.

Chief Hintz stated he had no problem keeping the other vehicles until the 36,000 mile warranty is up.

The Police vehicle comes out of the General fund. It is not directly in the police line items due to how the State requires account codes. The program code for the Police department is 110. The program code for loan principal and interest payments is 850.

Councilman Patrick feels the Chief should be the only one to take a car home.

Chief Hintz stated he and Captain Gordon take them home because they answer calls. It is for a quicker response for back up when they both are needed. It was stated that the public perception does not like this.

Councilwoman Broderick asked Chief Hintz if he was salary and if Captain Gordon got overtime. Chief Hintz state that is correct.

Councilman Patrick again stated it was his opinion that only Chief Hintz should be taking a Police car home. He would also like to know why he and Captain Gordon both work days. Chief Hintz stated because the work is here. He is an administrative Chief. Captain Gordon runs the patrol aspect of the department. Gordon writes the warrants and handles investigations and items going to court.

Discussion took place on the differences between an Administrative Chief and a Patrolling Chief. Councilwoman Felver stated Chief Hintz took a pay cut when he became the Administrative Chief. He is salary and does not get overtime.

Councilwoman Felver stated we cannot help what the public perception is. No matter what is done someone is always not happy.

Utility Expenses

Administrator Rusynyk stated we are running at a 40% water loss. He believes he knows where it is. We currently are purchasing approximately 130,000 gallons per day. He feels the problem is with the water meters. Some of them are pretty old. We currently have approximately 50 bad meters. We would like to replace the broken meters and start swapping out the older meters. He spoke with the Fiscal Officer and the funds are there to start replacement. It would come from long term capital projects since the useful life is longer than 5 years. Another issue is with apartment buildings. Most of the apartments have separate meters. The problem is with the shut of valves. In many cases there is only one shut off valve for the building. Meaning that if two apartments are paying their bill and one is not, they currently cannot shut the delinquent account off because it would shut off the whole building. Administrator Rusynyk will talk to Solicitor Burton tonight.

The cost of a water meter is approximately \$200.00 per meter. It would cost approximately \$10,000.00 for the meters and another \$10,000.00 for curb boxes and service valves.

Another expense for 2020 is the Utility Trucks. He is waiting for the quote from Donley Ford in Galion.

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He would like to purchase a Vacuum Truck to assist with sewer/water issues but would like to wait until water is under control.

There are two residents building houses on North Street and one on Plymouth Street. They will need sewer lines from the Village to the tie-ins. He stated they had a lot of sewer inventory, but it will cost between \$7,000 and \$8,000.

The UV system maintenance will be approximately \$2,000 to \$3,000.

There will also be some tree trimming away from power lines. We will ask Shelby to assist.

Councilman Patrick asked if our equipment was up to date and if we had the necessary and proper electrical equipment.

Administrator Rusnyk stated we have bought the equipment in the past. But the guys do not need to wear it every day because they do electric everyday. The gloves were tested and replaced.

The Fiscal Officer stated we did have services from Aramark for the FR clothing. It was a cost that was felt wasn't necessary because we were not primarily doing electric every day. The Fiscal Officer suggested having lockers for the guys and purchasing FR clothing and leaving it in the lockers until they needed to do electrical work.

Administrator Rusnyk stated he applied for a grant for another trench box.

Councilwoman Moore would like to see an open house at the sewer plant and the solar field.

Councilwoman Felver asked how much was in the Street paving fund. The Fiscal Officer stated there was approximately \$14,000 at the end of February.

Administrator Rusnyk stated he and Jessica have a meeting with Jokita Shetty from Richland County Regional Planning, to look at the CDBG grant for additional paving funds.

Other Items

There is a sidewalk on Portner Street that is in pretty bad shape. Councilwoman Broderick asked who was responsible for the repair of the sidewalk. It was stated it is the property owner's responsibility. A process needs to be followed, if the owner does not repair it, we can repair it then charge them for it.

Since Councilwoman Root was not in attendance items to discuss at the next Rules committee will be sidewalks and job descriptions.

Discussion took place on the food trucks. The permits are for one year. They paid \$25 for the year. Councilwoman Moore stated they are self-sustaining.

Mrs. Felver asked if we charge for the vendors during the festivals. The Administrator and Fiscal Officer stated not that we know of.

Mrs. Felver asked the Fiscal Officer to explain appropriations. The Fiscal Officer stated the permanent appropriations are done after we receive the amended certificate of resources. In the past everyone would give a list of the items they felt were necessary for the coming year – a “wish list”. If the money was available it was then appropriated. Council would then look over the items and change things as needed then it would be voted on. There is a lot more line item specifics now and it gets a little more complicated. The Fiscal Officer asked how Council would like this done in the future.

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The Fiscal Officer also went over the Fund, program and object codes. The fund is the item the money is used for. The program is basically the department designation. And the object tells what the expense actually is for. She went over the various program codess. She will draft something up so that they can reference the codes easier.

It was asked about the names on the doors and the electronic sign. The Fiscal Officer stated the person was contacted but the names cannot be changed during the colder weather. She suggested taking the names off so that this would not be an issue in the future. She also stated she will let Rebekah know about the sign.

The Fiscal Officer was asked if the tax collections were still going good. She stated yes.

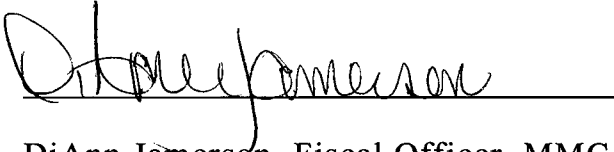
Mayor Fryman stated she will typically be in in Tuesdays and Wednesdays going forward from this point.

Next Rules and Finance meeting will be Tuesday, April 14th at 10:00AM.

Finance will meet on March 18th to review the Appropriations at 4pm.

Meeting adjourned at 12:25PM.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "DiAnn Jamerson", is written over a horizontal line.

DiAnn Jamerson, Fiscal Officer, MMC