

March 5, 2013

The Gallipolis City Commission met in regular session on Tuesday, March 5, 2013, at 7:00 p.m. at the Gallipolis Municipal Building, 333 Third Avenue, having complied with Section 9 of the City Charter.

Commission President James Jay Cremeens opened with the public hearing on the 2013 Budget. The City Manager gave an overview of the budget, highlighting capital projects and equipment purchases. There are no salary increases included in the budget, other than for the Project Coordinator to go from a thirty-two hour per week to forty hour per week position, with benefits. There being no questions from those present, the public hearing was closed.

President Cremeens called the meeting to order and gave the invocation.

Upon roll call, the following members were present:

James Jay Cremeens, President
 Steven E. Wallis, Vice-President
 Michael W. Brown, Member
 James A. Cozza, Member
 W. Matthew Johnson, Member

Others attending were:

Randall J. Finney, City Manager
 Adam R. Salisbury, City Solicitor
 Annette M. Landers, City Auditor/Clerk/Treasurer
 Amber Gillenwater, Gallipolis Daily Tribune
 Tony Gallagher Ronnie Lynch Keith Elliott
 Claudia Miller Dottie Chestnut Joy Elliott
 Sandee Saxon Marvin Vanderberg

Commission received the minutes of the February 21, 2013 meeting prior to this meeting. There being no corrections, objections, or additions, these minutes were approved.

The City Manager reported on the following:

- Mound Hill Road Repair – All of the pilings are in now, but additional work will be required, resulting in approximately \$206,000 in additional cost. We are awaiting approval from FEMA on the additional cost.
- Hedgewood Drive – Our engineer has determined that the low bidder must be rejected because their references did not come back favorable. We may have to go with the second lowest bidder. Mr. Finney asked to have Ordinance No. O2013-15 tabled until they get the situation worked out.
- 2012 Storm Damage – The City received a total of \$43,404 in FEMA and OEMA reimbursements.
- Correction on OPWC loan rate – The interest rate is 1%, not 0%, as reported at the last meeting.
- Administrative Offices – Horizon came in today to work on the telephone lines, but was unable to complete the work due to some problems. Mr. Finney has been pressing Hoon to get the striping of the parking lot done. Some flower beds still need to be filled with top soil. The fleur de leis must be fixed to match the one at the Justice Center. The drawer in the drive thru needs to be replaced with a more functional one. Mr. Finney is holding the last invoice until the work is

completed. Even with the final touches still remaining, Hoon has done an excellent job on this project. The move is set for Thursday, March 7th. The administrative offices will be closed that day, re-opening on Friday, March 8th at the new location at 333 Third Avenue. Grand Opening will be at 6:15 p.m. on March 19th.

- Jobs & Family Services Building – Once the move is complete, we will need to do some work to restore the section that we leased at the Jobs & Family Services Building. We need to take down one wall and put another back up. We will also paint the walls and clean the floors.
- Spruce Street Lift Station repairs – Our engineer has been looking into repairs. The lift station has a dry and a wet well. The current dry well is located twenty feet below ground and has electrical equipment in it. The engineer is recommending that the electrical equipment be re-located above ground. Replacement parts are unavailable for the current pumps and motors, which indicates the need to replace them with more current models.
- The County has contacted us about a CHIP grant that they have received, which is available to City residents. The demolition grant can possibly provide matching funds in some cases.
- Atlas Marketing – There will be a webinar at 11 a.m. tomorrow.
- Boat docks – The boat docks have been pulled out of the water for repair. A Boy Scout is providing the labor to replace the boards on the docks.
- GDC Water Project – Mr. Finney met with representatives from GDC to discuss plans for connecting GDC, as well as adjoining properties, to City water services. It will cost approximately \$8,700 for engineers to prepare a proposal.
- Mr. Finney stated there are plans for a two-story home to go in across the street from Foodland on Second Avenue.
- Mr. Breech recently purchased the Haskins-Tanner lot. He plans to build a retail establishment below with apartments above. He will leave a walkway joining Second Avenue with 2 ½ Alley. This will allow access from the City Park area to the public restrooms at the new City Building.
- There will be an OVRDC meeting on Friday, March 22nd, at 11 a.m. in Hillsboro.
- Mr. Finney met with KLSS, a company from Dayton that is seeking a location for their branch office. They are working with Digital River Project to formulate their plans. The group is planning to visit their Dayton facility soon. Mr. Johnson and Mr. Brown both indicated an interest in going along on the visit to Dayton.
- Project Coordinator/Safety Director – Mr. Finney has interviewed eleven candidates for the position. From these, he has picked the top four. Mr. Finney requested executive session to discuss these candidates, as well as the Thomas property lawsuit and police lawsuit.

The City Auditor presented the February Financial Statement for approval. Mr. Wallis made a motion to approve the February Financial Statement, seconded by Mr. Johnson. Upon voice vote on the motion, all votes were yes.

Invoices over \$3,000 presented for approval were as follows:

- \$6,250 from SmartBill for custom forms, set-up, and postage. Invoice date: 1/18/13; P.O. date: 1/28/13
- \$19,749.16 from OVB for Fire Station Bond payment. Invoice date: 1/30/13; P.O. date: 2/1/13

Mr. Brown made a motion to approve payment, seconded by Mr. Cozza. Upon voice vote on the motion, all votes were yes.

Ms. Landers reported that she had spoken to Mr. Larry Betz, the County Auditor, about the TIF agreement, as discussed in the prior meeting. His opinion was that there would be no problem with accruing money in the TIF Fund for the remainder of the TIF agreement. He did not think that it would be questionable because the money can be used for any work needed on Phase 1, as well as for Phase 2.

Ms. Landers also discussed the Fire Levy with Mr. Betz. He said that we could go out for a 2 mill Replacement Continuing Fire Levy, which would replace the current levy if passed. If it did not pass, the current continuous levy would remain in effect. According to his office, the replacement levy could generate an estimated additional \$24,000 per year for the fire department. Ms. Landers calculated that it would cost an estimated additional \$25/year for an average home.

When the State Auditors were in, the topic of disaster recovery and remote back-up came to the forefront. Creative Microsystems Inc. (CMI) has a disaster recovery/remote back-up service that we could purchase for \$3,525 the first year and approximately \$3,300 annually thereafter. She spoke by telephone to several of the Commissioners about this service prior to tonight's meeting. CMI's disaster recovery service provides equipment and personnel to get our software systems back up and running in the event of a disaster, which can include something as simple as a server crash as well as natural disasters. Mr. Wallis made a motion to enter into contract with CMI for disaster recovery/remote back-up services, seconded by Mr. Brown. Upon voice vote on the motion, all votes were yes.

She had also spoken to Commissioners about subscribing to the HR-laws website. She said that she would like to have the City Solicitor and City Manager evaluate the services provided. Mr. Wallis suggested looking at subscriptions that the City Solicitor already has to such sites West Law to see if there would be duplication of services. Ms. Landers and Mr. Salisbury will look into this before making a decision about the offer from HR-laws.

The change order with Hoon on tonight's agenda will require an additional transfer of \$15,000 from the General Fund to the New Municipal Building Fund. The Commission will need to amend the appropriations and transfer/advances ordinances on tonight's agenda to include this additional amount.

Ms. Landers said that she has Mr. Allen from Value Added looking into the cost of a digital recording system to use at Commission meetings. This is something that several of the Commissioners have requested for our new building.

The City Solicitor requested executive session for pending lawsuits.

Mr. Wallis asked if the new building has Wi-Fi. Mr. Finney answered that it does not.

Mr. Cozza asked the Fire Chief if he had a radio system for the Fire Department. Chief Elliott responded that Police Chief Clint Patterson has contacted Lloyds Electronics about getting the radios hooked up. This is the final work to be done with the COPS Technology Grant. The fire Department and Garage each have a radio from the grant, in addition to those purchased for the Police Department.

There was presented and read to the Commission as an emergency an Ordinance No. O2013-14 entitled **AN EMERGENCY ORDINANCE AUTHORIZING AND DIRECTING THE CITY MANAGER TO ENTER INTO A LETTER OF AGREEMENT WITH JEANNE INGLES FNP-BC FAMILY PRACTICE FOR HEALTHCARE SERVICES FOR CITY OF GALLIPOLIS EMPLOYEES AND ELECTED AND APPOINTED OFFICIALS.** Mr. Johnson made a motion to adopt this ordinance as an emergency, seconded by Mr. Brown. Mr. Finney explained that the only increases in fees were from the outside lab that does her diagnostic work. Upon roll call to adopt this ordinance as an emergency, all votes were yes.

There was presented and read to the Commission as an emergency an Ordinance No. O2013-15 entitled **AN EMERGENCY ORDINANCE ACCEPTING AND REJECTING BIDS FOR CONSTRUCTION OF A RETAINING WALL FOR HEDGEWOOD DRIVE.** Mr. Johnson made a

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motion to table this ordinance, seconded by Mr. Cozza. Upon voice vote to table this ordinance, all votes were yes.

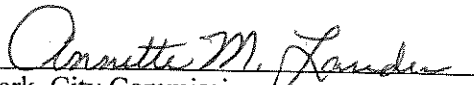
There was presented and read to the Commission for a first reading an Ordinance No. O2013-16 entitled **AN ORDINANCE TO SET APPROPRIATIONS FOR CURRENT EXPENSES OF THE CITY OF GALLIPOLIS, OHIO, DURING THE FISCAL YEAR ENDING DECEMBER 31, 2013.** Mr. Johnson made a motion to amend this ordinance to add an additional \$15,000 transfer from the General Fund to the New Municipal Building Fund and an additional \$15,000 for site work in the New Municipal Building Fund, seconded by Mr. Wallis. Upon roll call to amend the ordinance, all votes were yes. Mr. Johnson made a motion to place the amended ordinance on first reading, seconded by Mr. Wallis. Upon roll call to place this ordinance on first reading, all votes were yes.

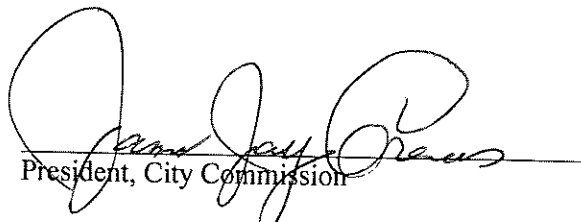
There was presented and read to the Commission as an emergency an Ordinance No. O2013-17 entitled **AN ORDINANCE AUTHORIZING THE CITY AUDITOR TO TRANSFER AND ADVANCE FUNDS.** Mr. Johnson made a motion to amend this ordinance to add an additional \$15,000 transfer from the General Fund to the New Municipal Building Fund, seconded by Mr. Wallis. Upon roll call to amend the ordinance, all votes were yes. Mr. Johnson made a motion to place the amended ordinance on first reading, seconded by Mr. Wallis. Upon roll call to place this ordinance on first reading, all votes were yes.

There was presented and read to the Commission as an emergency an Ordinance No. O2013-18 entitled **AN EMERGENCY ORDINANCE AUTHORIZING AND DIRECTING THE CITY MANAGER TO AUTHORIZE AND FUND CHANGE ORDER NO. 4 WITH HOON, INC. FOR CONSTRUCTION OF THE NEW GALLIPOLIS MUNICIPAL BUILDING FOR THE ADMINISTRATIVE OFFICES FOR EXCAVATION WORK, PLUMBING AND ELECTRICAL SERVICE.** Mr. Johnson made a motion to adopt this ordinance as an emergency, seconded by Mr. Brown. Mr. Finney explained the change orders to the Commissioners. Upon roll call to adopt this ordinance as an emergency, all votes were yes.

Mr. Brown made a motion to enter executive session to discuss lawsuits, including the Thomas Property, and personnel: Project Coordinator/Safety Director position, seconded by Mr. Wallis. Upon roll call to enter executive session, all votes were yes. Upon completion of executive session, Commission returned to regular session.

There being no further business to come before the City Commission, the meeting was adjourned.


Clerk, City Commission


President, City Commission