

**MINUTES  
CITY & SAFETY SERVICES COMMITTEE  
MARCH 8, 2021  
7:00 p.m.**

Members in Attendance via Videoconference: Sarah Grace, Chair  
Chris Fahl, Vice-Chair  
Beth Clodfelter, Member

Administrators and  
Other Elected Officials via Videoconference: President Knisely  
Mayor Patterson  
Auditor Hecht

**ITEMS DISCUSSED:**

- Kimes Project
  - Grace – this booster station project is underway and on schedule to be completed this year – explained that the bid for construction came in higher than anticipated, but within the 10% allowed to award – an additional \$70,000 is now needed for the construction engineering, and to provide a 4.1% contingency – contingencies are typically recommended to be 7-10%, but the underground work is nearly complete, and this is where a lot of the issues arise
  - Kotses – so often these unknowns push a project into something more than what was anticipated
  - Grace – agrees – understands unsuitable soils created a problem with the foundation

**ITEMS NEEDED ON AN UPCOMING CITY COUNCIL AGENDA:**

1. Kimes

**MINUTES: MARCH 8, 2021**  
**FINANCE & PERSONNEL COMMITTEE**  
**7:00 p.m.**

Members in Attendance via Videoconference: Sam Crowl, Chair  
Jeff Risner, Vice-Chair  
Peter Kotses, Member  
Arian Smedley, Member

Administrators and/or

Other Elected Officials via Videoconference: President Knisely  
Mayor Patterson  
Auditor Hecht  
Deputy Service-Safety Director Chiki

**ITEMS DISCUSSED:**

- Property & Liability Self-Insurance Pool
  - DSSD Chiki – City has been with the Ohio Municipal Joint Self-Insurance Pool (OMJSP) since the mid-90’s – our local agent, John Miller of Mathews Insurance, suggested the City take a look at other joint pool insurance opportunities to improve coverage by reducing liabilities and to save some money in the process – upon Miller’s recommendation, the City reached out to the Public Entities Pool of Ohio (PEP, established in 1987) – as with OMJSP, PEP has been endorsed by the Ohio Municipal Pool since 2017
  - Andy Leitch, Account Representative, and Thomas Welsh, Director of the Program – briefed the Council on PEP (see attached Executive Summary outlining key benefits) – pointed out that the City has sent Notice of Withdrawal to OMJSP, effective April 1, 2021 – the City’s cost for PEP is \$250,021, an annual savings of \$17,992 (7%) – while there is a cost savings, the key reason to change is the coverage, the added value services – PEP offers rate stability – the City expressed an interest just today in adding Faithful Performance of Duty coverage, and discontinuing the practice of issuing bonds – that additional cost for 26 people to be bonded at \$200,000 total would be \$2900
  - Auditor – is 100% in favor of moving to the Faithful Performance of Duty coverage (HB 444), however, suggested possibly waiting to include this coverage until January, 2022, as several bonds are already in place – asked if this additional coverage needs to be built-in to the contract beginning April 1<sup>st</sup>
  - Welsh – this additional coverage can begin at any time throughout the year
  - Auditor – noted that our City Code would also need to be changed to reflect a move away from bonding officials, and replacing that with the insurance coverage option
  - Welsh – an ordinance would also need to be adopted to approve moving to this type of coverage
  - Kotses – asked about the policy term, and whether this liability coverage is all inclusive
  - Welsh – it is all inclusive – a separate policy would only be needed for something out of the ordinary

-DSSD – insurance is reviewed for needed updates and renewed annually – the City can seek out other options during the yearly renewal period, or can simply continue the PEP contract with no additional ordinance required

-Smedley – asked about any cons that may have been identified with the switch in coverage

-Mayor – have not identified any cons – appears the benefits completely outweigh our current coverage, at a reduced cost

-DSSD – added, there is continuity with moving forward with Mathews Insurance, and having our local agent is really helpful

-Clodfelter – asked if City Council will be requested to suspend the 3-reading rule

-DSSD – unfortunately yes – this has been a long process, began in January, first to withdraw from our current carrier and then to review coverages and costs with PEP – we cannot have a lapse in coverage

-Risner – has concerns with rushing legislation – he understands there is a deadline, but this is a contract that should go through the necessary legislative steps

-Mayor – stressed that it is a long process on the administrative side – this contract will save taxpayer dollars

-President – need to acknowledge Council Member Risner’s concern about rushing the legislative process – will work with the Administration to allow adequate notice to the public

Kotses – feels it is important for the Council to be provided with updated insurance information before this contract is renewed annually

-Mayor – would be happy to report annually on the performance of this program

-Grace – asked if other insurance options were reviewed by the Administration – unsure how many entities offer this type of liability coverage – certainly better coverage for less money is the right direction – believes residents would understand moving this particular legislation through quickly

-DSSD – this type of coverage is very specialized because of the nature of self-insurance and joint pools – is only aware of OMJSP and PEP – the Administration reviewed other options through feedback from other public entities, as well as having the endorsement of the Ohio Municipal League

-Welsh – there are a number of other smaller, regional pools – OMJSP is a declining pool, while PEP is growing – PEP and the Burnham & Flower Insurance Group handle the vast majority, about 1500 public entities – there is a pool, The Ohio Plan, a solid option as well – believes PEP has presented a lot of value added benefits, not just cost coverage, but value added services that will go a long way to benefit the City

-Risner – understands and appreciates that a great deal of work has taken place on the back end, however, City Council is statutorily required to read each Ordinance on three separate occasions in order to give the public an opportunity to review and weigh-in on it before a careful and reasonable decision can be made by the Council on the measure

-Crowl – agrees with Risner, excellent and valid points as a reminder

- EPW Assistant Director (pay rate)
  - Crowl – while this is a new hire, the employee is a former 36-year City employee with knowledge and experience in working with EPW – the Administration is requesting that this employee’s hourly rate be increased from \$29.06 to \$31.71 to recognize both the employee’s past tenure and job promotion – a request has also been made to make this increase retroactive to the March 1<sup>st</sup> hire date
  
- Appropriations
  - Crowl – EPW would like \$13,000 from the Water Fund to cover the cost of (3) water tank inspections to meet OEPA regulations; and \$30,000 from the same fund to complete a risk and resilience assessment, also required by the OEPA – an update to the vulnerability assessment completed in 2004
  
  - Risner – asked if the inspections are for the City’s reservoir tanks, and if so, which ones in particular
  - Mayor – yes, these are the City’s reservoirs – he will check on the locations and report back
  
  - Clodfelter – asked if municipal employees can handle these inspections, or whether it is specialized
  - Mayor – outside highly specialized personnel will do the inspections

## **ITEMS NEEDED ON AN UPCOMING CITY COUNCIL AGENDA:**

1. Property & Liability Insurance
2. Compensation, EPW Assistant Director
3. Appropriations