



City of Pataskala

Legislative Report to Council

Legislative Report

January 21, 2025 Council Meeting

Unfinished Business

A. Ordinances

- **ORDINANCE 2024-4486 – SECOND READING - AN ORDINANCE DECLARING THE IMPROVEMENT OF CERTAIN REAL PROPERTY LOCATED IN THE CITY OF PATASKALA, LICKING COUNTY, OHIO TO BE A PUBLIC PURPOSE; DECLARING SUCH PROPERTY TO BE EXEMPT FROM REAL PROPERTY TAXATION; DESIGNATING SPECIFIC PUBLIC INFRASTRUCTURE IMPROVEMENTS THAT, ONCE MADE, WILL DIRECTLY BENEFIT THE PARCELS FOR WHICH IMPROVEMENT IS DECLARED TO BE A PUBLIC PURPOSE; REQUIRING ANNUAL SERVICE PAYMENTS IN LIEU OF TAXES; ESTABLISHING A MUNICIPAL PUBLIC IMPROVEMENT TAX INCREMENT EQUIVALENT FUND; AND PROVIDING RELATED AUTHORIZATIONS PURSUANT TO OHIO REVISED CODE SECTIONS 5709.40(B), 5709.42, 5709.43, 5709.832 AND 5709.85.**

This ordinance will establish a Tax Increment Financing (TIF) district for the “Fair Lady” properties in the northwest portion of the City. The TIF is a 75 percent, 10-year, school TIF. Staff worked with the Development Committee in creating the terms of the TIF. There is no development proposed on the properties at this time.

- **ORDINANCE 2025-4489 – SECOND READING - SUPPLEMENTAL APPROPRIATION**

We have identified a significant adjustment to the 2025 budget which requires additional appropriations. **We respectfully request that Council hold the 2nd reading of the ordinance at the January 21st meeting and amend by substitution. We are planning for Council to hold the 3rd reading and approve the ordinance at the February 3rd meeting.**

- *Section 1: OPWC Refugee Road* – The city entered into an agreement with the Licking County Transportation Improvements District (TID) to improve Refugee Road. As a part of that agreement, the city applied for, and received, up to \$400.0 thousand in OPWC grant/loan funds. These funds were to be paid directly to the TID by OPWC. A pay application was submitted by the TID in December for \$378,579.90. Proper accounting requires that we book the revenues and the expenditure on our general ledger. As there was no appropriation prepared for 2025, we are requesting that Council increase the appropriations in the State Issue II Capital Improvements (OPWC) fund by the \$378,579.90. It will have a net \$0 impact on the fund balance as we’ll also be

recording revenue in the same amount.

- *Sections 2-5: Human Resources* – When the 2025 budget was prepared, the appropriations for Clemans Nelson for human resource services was inadvertently overlooked. As a result, we are unable to issue a 2025 purchase order for that agreement. We are requesting a total of \$34,000 in additional appropriations spread out amongst the various key operating funds.
- *Section 6: Police Cruiser Replacements* – In 2024 the Police Department sold at auction a number of surplus cruisers for a total of \$6,206.15 and received an insurance settlement of \$10,175.00 for another cruiser that was totaled. The department would like to use those funds (\$16,381.15) toward the purchase of a replacement cruiser.
- *Sections 7-10: Income Tax Revenue Sharing Payments* - Income tax collections in 2024 exceeded expectations. Unfortunately, one of the consequences resulting from increased collections is that the costs of making revenue-sharing payments to the school districts in 2025 will also increase. The original revenue sharing numbers in the budget were based upon the lower level of revenue sharing made in previous years. These sections represent the increases necessary to cover those expenses.
- *Sections 11-14: Computer Replacements* – As a part of the transition of information technology service providers from Keytel to Headway Strategies, a review of existing computer equipment was performed. In many cases, computers are 6-8 years old and need replaced. The total cost of replacing the desktop and laptop computers is estimated to be approximately \$25,000, which was not included in the 2025 budget. Replacing them at the point of conversion makes sense as legacy systems and security software would not be still on the computers, eliminating a potential point of error. We would split the cost evenly amongst the 4 operating funds (no charge to the Police fund as they maintain their own computer networks). These sections represent the increases necessary to cover those expenses.

B. Resolutions

New Business

A. Ordinances

Consent Agenda

3. Motions

4. Resolution

- **RESOLUTION 2025-008 - A RESOLUTION AUTHORIZING AND DIRECTING THE CITY ADMINISTRATOR TO EXECUTE AN AGREEMENT WITH ALL TRAFFIC SOLUTIONS TO PURCHASE A NEW SPEED TRAILER**

Approval of this ordinance would provide for the Police Department to replace the speed trailer. The speed trailer is necessary to identify areas where speeding is a concern. The speed trailer, while in use, shows the community that their complaints are being heard. The current speed trailer is old and outdated. The current speed trailer was not operable for the majority of 2024.

➤ **RESOLUTION 2025-009 - A RESOLUTION AUTHORIZING AND DIRECTING THE CITY ADMINISTRATOR TO EXECUTE AN AGREEMENT WITH INTOXIMETERS TO PURCHASE A NEW BREATH TESTING MACHINE**

Approval of this resolution will provide for the Police Department to purchase a new breath testing machine for use in OVI breath testing. The current machine, The BAC Datamaster, will be de-commissioned in 2025. The Intoximeter DMT is a breath testing machine that is approved by the State of Ohio Department of Health.

➤ **RESOLUTION 2025-010 - A RESOLUTION AUTHORIZING AND DIRECTING THE CITY ADMINISTRATOR TO EXECUTE AN AGREEMENT WITH PREFERRED COMMUNICATIONS TO PURCHASE SIX(6) NEW MOBILE DATA COMPUTERS WITH DOCKING STATIONS FOR USE BY THE POLICE DEPARTMENT.**

Approval of this resolution will allow for the Police Department to replace some of the older Panasonic Toughbook computers that are currently in use. The mobile data computers are used in the police cruisers for entering records into the records management system and for accessing LEADS while in the cruiser. These functions are vital in the performance of patrol officers.

➤ **RESOLUTION 2025-011 - A RESOLUTION APPROVING A 'THEN & NOW' FISCAL OFFICER'S CERTIFICATION WITH CLEMANS NELSON BY THE CITY FINANCE DIRECTOR, PURSUANT TO R.C. 5705.41(D)(2), FOR THE PAYMENT OF OPERATING EXPENDITURES.**

We received an invoice from Clemans Nelson dated January 1, 2025, requesting payment in the amount of \$4,250 for the provision of human resources consulting services. Funding for this is provided by all the key operating funds (General, Street, Police, Water and Sewer). When we attempted to issue a 2025 purchase order for the payment of the invoice, we determined that the necessary appropriations were not included in the 2025 approved budget. This oversight is being corrected in the supplemental appropriation currently being considered by Council. The resulting PO will be a 'Then & Now' certificate, as the PO will be dated after the dates of service. In addition, since the amount exceeds the \$3,000 Finance Director's T&N authority limit, we are required to request Council authorization for the certification. **We are respectfully requesting that Council hold the 1st reading of the resolution and adopt it at the January 21st meeting.**

➤ **RESOLUTION 2025-012 – A RESOLUTION AUTHORIZING AND DIRECTING THE CITY ADMINISTRATOR TO EXECUTE AN AGREEMENT FOR LEGAL SERVICES WITH ISAAC WILES & BURKHOLDER, LLC**

The City of Pataskala entered into a two-year agreement with Isaac Wiles, and in particular Attorney Brian Zets, to serve as its Law Director in February of 2023. That two-year agreement is now expiring.

The Administration is pleased with the level of service provided by Isaac Wiles. The Administration would like to enter into a new, one-year agreement with Isaac Wiles beginning in February of 2025 and ending in February of 2026 for these same services. Isaac Wiles has agreed to perform these services for the same price as the previous agreement: \$12,500 per month.

The agreement is included with Resolution 2025-012 as Exhibit A for quick reference.

➤ **RESOLUTION 2025-013 - A RESOLUTION AUTHORIZING AND DIRECTING THE CITY ADMINISTRATOR TO ENTER INTO AND EXECUTE A RENEWAL AGREEMENT ON BEHALF OF THE CITY OF PATASKALA WITH RINEHART-WALTERS-DANNER FOR THE PURPOSE OF LIABILITY INSURANCE THROUGH THE OHIO GOVERNMENT RISK MANAGEMENT PLAN**

We received the Ohio Plan's renewal and met with our agent on January 14th to review the 2025-2026 renewal proposal. This year marks the 35th year that we have been with the Ohio Plan. The current policy expires on February 19th; however, we have a 30-day binder to sign the agreement and pay the annual premium. The new policy will run from February 19, 2025 through February 19, 2026. The proposed renewal premium is \$114,985 and reflects a \$24,059 (20.92%) increase over our 2024 premiums. It's important to remember that in 2022 we realized a \$3,324 thousand (3.96%) increase over our 2021 premiums, an \$8,192.03 (9.39%) increase in 2023 over the 2022 premiums and a \$17,244.60 (17.64%) increase in 2024 over 2023. The drivers of the increase are: (1) increased loss ratios; (2) a 4% inflation factor was included in the premium calculation; and (3) a significant increase in the amount of assets covered by the policy.

➤ **RESOLUTION 2025-014 - A RESOLUTION AUTHORIZING AND DIRECTING THE CITY ADMINISTRATOR TO EXECUTE AN AGREEMENT WITH THOMSON REUTERS FOR THE USE OF CLEAR**

Approval of this resolution will allow for the Police Department to access the CLEAR database to help identify and locate suspects. Access to the database will be very helpful in investigations.

➤ **RESOLUTION 2025-015 - A RESOLUTION APPROVING A 'THEN & NOW' CERTIFICATION BY THE CITY FINANCE DIRECTOR, PURSUANT TO R.C. 5705.41(D)(2), FOR THE PAYMENT OF OPERATING EXPENDITURES (MID-AMERICAN SALT)**

The City of Pataskala retained the services of Mid-American Salt to provide salt to City of Pataskala Water Treatment Plants during calendar year 2024 and the funding for the estimated cost of the salt, per contract, was deposited into the city's utility (601) fund. A purchase order (PO 2024-00004) was issued in the calendar year 2024 to encumber the amount of the deposited funds.

The city received word that salt deliveries could be delayed after the first of the year so the City requested delivery to prevent negatively affecting the treatment process due to being very close on the needed supply of salt. The city was aware that they would need to use some of the 2025 PO# to pay the balance of the 2024 invoice. Mid-American Salt responded with a delivery request on December 30th.

The City recently received an invoice from Mid-American Salt in the amount of three thousand three hundred fifty eight dollars and thirty five cents (\$3,358.35)

which is three thousand twenty nine dollars and three cents (\$3,029.03) greater than the balance on the 2024 purchase order. The remainder will come out of PO# 2025-00115 which was issued for the calendar year 2025.

➤ **RESOLUTION 2025-016 - A RESOLUTION AUTHORIZING AND DIRECTING THE CITY ADMINISTRATOR TO EXECUTE A CONTRACT WITH AMERICAN STRUCTURE POINT INC. TO PROVIDE PROFESSIONAL ENGINEERING DESIGN SERVICES TO REPLACE THE IRON FILTER AT WATER TREATMENT PLANT # 1.**

The Utility Department determined that the Iron Filter #1 at Water treatment Plant #1 needs replacement due to leaks and other maintenance issues and has reached the end of its useful life. A new Iron Filter is critical for our treatment plant to continue to provide safe potable water to our residents. This Filter has been out of service for extended periods of time due to leaks and other maintenance issues, as a result the operators are asked to operate the plant less efficiently as well as monitor the effectiveness of the remaining filters while the issues are resolved. The Utility Department would like to use American Structure Point Inc. whom has provided a quote, in the amount not to exceed Three Hundred and Eighty-Five Thousand Dollars and Zero Cents for the design services for the Iron Filter replacement at Water Treatment #1.