

MINUTES REGULAR MEETING
REYNOLDSBURG CITY COUNCIL
June 27, 2016

President Doug Joseph called the meeting to order at 7:30 PM

PRESENT: Joseph, Clemens, Cotner, Long, Skinner, Luzader, Spalding

ABSENT: Cicak

Invocation - Councilman Dan Skinner

Approval of Minutes

a. City Council – Public Hearing – June 13, 2016

Minutes stand approved.

b. City Council – Regular Meeting – June 13, 2016

Minutes stand approved.

Approval of Agenda

Agenda stands approved.

Community Comments and Requests

Communications

CLERK OF COURT REPORT

Clerk of Court report read into the record.

AUDITOR'S REPORTS, MAY, 2016

Auditor reports: Budget by Classification and Departmental Budget read into the record.

Reports

OHIOCHECKBOOK ONLINE PRESENTATION - DAN RISKO, DEPUTY DIRECTOR,
PUBLIC AFFAIRS, OFFICE OF TREASURER OF STATE JOSH MANDEL

Presentation by Frank Kohstall, Deputy Director, Public Affairs, Treasurer of State Josh Mandel's Office:

Mr. Kohstall presented OhioCheckbook.com. December, 2014 the Treasurer of State posted the State's checkbook online 8 years 500 billion dollars, 150 million individual transactions and it was a great success. Ohio was ranked low when it came to transparency and OhioCheckbook.com bumped Ohio up to first and has maintained its status for 2 years. OhioCheckbook.com is offering the same transparency to local government. It is free of charge and on a voluntary basis. The program adapts to the many accounting programs that municipalities use and doesn't require a large staff usage. They have worked with Reynoldsburg's accounting system New World "Logos" and now have over 350 live sites including the City of Cincinnati, Columbus City Schools, Cuyahoga County, Bexley, Hilliard,

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Worthington, Franklin County, and City of Columbus and there has been positive feedback. Usually it is the Auditor or Finance Director that works with OhioCheckbook to get it started. There is a 4 page online intake form, attach the data file and OhioCheckbook builds the website and the next step is a Kickoff call where the page is presented and it never made live until it is explicitly approved. The datafile, in NewWorld, the general ledger transaction log is the report that is generated and sent.

Website is demonstrated

Mr. Joseph: Thank you. I appreciate you coming in. This is something I've been thinking about since last year and seeing other communities in central ohio adopting this, you mentioned a couple of large communities like Columbus in Franklin County, how many cites would you say are in the 35,000-45,000 population range. I'm just curious if there have been any cities in the mid range?

Mr. Kohstall: Absolutely, if you look at your screen, here's the list of the cities and villages, you see Xenia, Worthington.. I think we're close to 80..

Mr. Joseph: Do you have Newark yet?

Mr. Kohstall: Newark is close, we presented to them, I would ball park it around 30-50 in that range, they're probably similar, they're a county seat, but regardless they have a function that I want to show you. We do have an option to hang some static documents on there, one of the pieces of feedback we get is gosh, we show expenses, what about revenue, it's the other half of the story for financials. We can't build that into the visulaization, we don't have that for the state yet, we can't offer that free of charge, but we are able to hang our a CAFR, some budget documents, any type of static file to help with that. So the long answer to an easy question, probably 30-50. We leave it up to local governments the best way to pursue it. We try to find the one person that really wants to do it and they try to get the administration or Council involved and try to get maybe a Resolution passed, it goes either way, because its free, it doesn't usually take legislation. Some folks like to do that and it can prolong it three readings, what not...

Mr. Joseph: Of the communities that have joined, have any withdrawn from the program.

Mr. Kohstall: No, nobody has backed out. We had one that got scared on the kickoff call but once we showed her that all the hard work is done really, its running that first file, nobody has backed out. A lot of folks have a misconception that this takes a long time, redacting, confidential information, that's not really the case. Once you run the file, they find that's not really how it is.

Mr. Long: Thank you also for coming out tonight. So what it is we're seeing in this system is prior year. So once the books are closed for 2015, the data file is pulled, it's loaded and you have your 2013, 2014, 2015 for comparison.

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Mr. Kohstall: That's one way of doing it. Again, I say voluntary a lot, it's whatever the entity wants to do. So some folks have it updated to current year to date on a weekly or monthly basis, other folks started with 3 or 4 years and just haven't updated to 2016 from 2015. So like I said, there are 2 sides to the program transparency and internal use, like for council meetings. So its what you want to use it for. We recommend 2-5 years of initial upload just so you have some graphs so you can compare. Here is the City of Gahanna, if you click on those years it will go to a month to month.

Mr. Long: You initially said that we provide you with the data file and you guys go through and load it and preview call and all that, do you do all of the "grunt work" so lets say the files are extracted on a monthly basis from our Auditor's office and it's sent to you. Are we then responsible here for doing all the updates?

Mr. Kohstall: It can go either way. There are 2 ways to update it. You can just email us the file, usually folks do that, but there is a process where you can update it yourself- you can drag and drop that file right in and its uploaded. We're trying to teach people that, but with, there's a lot of governments out there that only have maybe one, maybe half a finance officer that doesn't have time to spend, I just tell them, Hey, email us. We have a lot of guides and video tutorials to show folks how to do that, redacting is one with cities. I'll have to look at New World but usually the only things that cities want to redact that gets pushed out in that flat file are the income tax checks, but the payment is part of the public record, but the person's name isn't. We have videos showing how to redact that. Its a simple process, a find and paste process. Do you guys have an income tax department?

Mr. Joseph: We use RITA

Mr. Kohstall: Ok, it would come out of the general fund... its coded. I can check on that and email you. But there won't be names, it will be RITA.
But we show you how to do all of that, we do screen shares all of the time.

Mr. Long: Dick, I have a question for you. I'm sure your familiar with all of this. What do you think?

Mr. Harris: We are. We have talked about this with the Mayor and the City Attorney and I have talked about it at the Treasury Investment Board. I have spent so much of the last few years doing away with check and going to purchasing cards and that sort of stuff. Checks are the biggest fraud item by far in the country. We're having less and less things paid by checks so I'm not sure how useful this information when it gets to the general public it is. When it comes to transparency, we can put whatever, if you want vendor reports on our internet site, we can do that now, if people want to know how much we're spending with this, but you're going to see things like Mastercard and American Express with millions of dollars on it with no vendors who's spending it or whatever, so, I agree with the transparency thing, but to get to this kind of detailed information and as far as income tax receipts, other than totals, you're going to get nothing because it's all guarded, you can't release that information, its' not public record. As far

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as, in the 12 years I've been here, we had people ask for this, as far as we've had specific vendors, about 4 or 5 times, it's not something we get calls from people, but if you want to do something, we'll see how much time it takes. I don't have staff time to spend..

Mr. Long: That was going to be my next question.

Mr. Harris: It's me, 3 full timers and a part timer and to take on an additional workload is just not in the cards. Unless you guys want to give me more help.

Mr. Joseph: My question there is how, other communities that don't use checks a lot, what have you done in those cases and what kind of costs have been involved there?

Mr. Kohstall: Checkbook is kind of the citizen's language. That's why we put the individual expense into that check image so it's more digestible and that's what folks can relate to, multi-fund accounting. This will represent any type of payment you have. Journal entries, EFTs, reimbursements, checks, any type of expenditure type can be represented on here. So don't let that scare you. The other part too, and I'd be more than happy to help you...

Mr. Harris: I don't think I need the help, I've been doing this a long time.

Mr. Kohstall: What we do all the time, I usually just go sit down with an Auditor or Finance Director on how to run the file, make sure it looks good, we'll create the site, and then we'll come back and show it to you guys and then let you guys approve it or say it misrepresents our finances...

Mr. Joseph: It sounds like what we're looking at here is a situation where there is a cost involved to break down the data into useful bits that you can identify with this expense and rather than large credit card bills. Would that be something you guys would do or would we be responsible for that?

Mr. Kohstall: No we do, so if you would want to bring up that file that we pulled off (Excel spread sheet from the OhioCheckbook.com website). So the information that we post is a matter of public record. This is exactly the format coming out of New World. It gives us the fund code, the description, this is what we map for the visualization. It come from a report just like they would run for any other reason. They just run it, save it, and email it to us and that's what we upload. If there are major things that to be changed, we'll put together a tutorial or guide again, for those folks and again please verify my comments with finance directors or auditors around the state, but once we sit down and do it, it's usually... that's all it takes. Pretty simple for the most part.

Mr. Joseph: Mr. Harris would that be a problem from our end to send them that large raw data and have them sift through it?

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Mr. Harris: Probably, I mean, if all I gotta do is run a report that is standard that we don't have to pay to get done, we run all kinds of reports all of the time, especially when it comes to audit time, the question is, when he starts doing this "we're going to do this, we're going to set up tutorials and then you're going to have to do this", we're sounding like we're building up staff time, which I don't have staff time.

Mr. Kohstall: Total staff time, so run the report, we build it, we'll do the review or screen share- the kickoff call- those take 30 minutes. We can do it, Auditor, Auditor's staff, anyone else can champion it and take over on the site and then really, it's just the review. That's the longest part of the time.

Mr. Joseph: How long is the reivew?

Mr. Kohstall: So it's really...

Mr. Harris: It depends on how many transactions you got.

Mr. Kohstall: I always say, let us load it up, put it into the check book format, it's easier to search through that, the approval process takes, you could spend a couple hours on it, so it just depends on how the municipality wants to deal with it. A lot of Counties because they have multiple department heads and agencies, they will send a specific link to the department head and say "hey, here's how it's being displayed, take a look at it and let us know if there are any red flags".

Mr. Joseph: any other questions? We appreciate you coming in, I'm sure we'll give some thought to this proposal and move from there.

REPORT OF THE WEST LICKING JOINT FIRE DISTRICT BOARD

Mr. Skinner: We sent out an email and it sounded like the only thing that was of interest tonight was the address for the new fire station so we have the address as 7821 Taylor Road, Suite B here in Reynoldsburg. As you can see, the Chief of the West Licking Fire District has sent us saying that they're staffing it around the clock but working out some dispatching issues and once they get that taken care of they'll have an official opening day.

Mr. Joseph: I've looked that address up before Council on mapquest and it looks like its in a small strip mall across from the school.

Mr. Long: its not quite that far south. It's more up towards the ready mix.

Mr. Joseph: Oh really? that's not what the map said. In any event, is it, it's in an existing structure I imagine.

Mr. Skinner: Yes it was, I'm trying to remember the owner of the facility.. I can get the lease...

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Mr. Joseph: The other question, do we know, is it just medics being run out of there or is there a larger truck too for fires?

Mr. Skinner: We don't have a larger truck in the sense...

Mr. Joseph: I know the station on Mink can handle fires, but if you just have medics, I was just curious if it was to be for medical runs vs. Fire runs.

Mr. Skinner: I did know that, but that was in January or February...

Mr. Joseph: Yeah just check on that and maybe the dispatching too. I've had a few people ask me about that because they heard about a new station and have been asking. So. Any questions? Thanks for that report.

Motions

MOTION THAT THE COUNCIL OF THE CITY OF REYNOLDSBURG DOES HEREBY APPOINT COUNCILMEMBER STEPHEN CICAK AND CITY ATTORNEY JED HOOD TO SERVE ON THE VOLUNTEER PEACE OFFICERS' DEPENDENTS' FUND BOARD. --- Cotner. Finance Committee.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Barth R. Cotner, At Large
SECONDER:	Dan Skinner, At Large
AYES:	Clemens, Cotner, Long, Skinner, Luzader, Spalding
ABSENT:	Cicak

LEGISLATION REQUIRING ONE READING

58-16

ORDINANCE TO AUTHORIZE THE MAYOR TO PURCHASE ONE 2017 FORD F-550 DUMP TRUCK FOR THE WATER DEPARTMENT AND DECLARING AN EMERGENCY. --- Cotner. Finance Committee.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Barth R. Cotner, At Large
SECONDER:	Brett Luzader, Ward II
AYES:	Clemens, Cotner, Long, Skinner, Luzader, Spalding
ABSENT:	Cicak

59-16

ORDINANCE TO APPROVE PAYMENT OF SERVICES PERFORMED PRIOR TO THE AUDITOR'S CERTIFICATION OF AVAILABILITY OF FUNDS AND DECLARING AN EMERGENCY. --- Cotner. Finance Committee.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Barth R. Cotner, At Large
SECONDER:	Marshall Spalding, Ward III
AYES:	Clemens, Cotner, Long, Skinner, Luzader, Spalding
ABSENT:	Cicak

60-16

ORDINANCE AUTHORIZING CITY AUDITOR TO REMOVE EQUIPMENT FROM THE CITY'S FIXED ASSET LIST AND DECLARING AN EMERGENCY. --- Cotner. Finance Committee.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Barth R. Cotner, At Large
SECONDER:	Dan Skinner, At Large
AYES:	Clemens, Cotner, Long, Skinner, Luzader, Spalding
ABSENT:	Cicak

LEGISLATION FOR FIRST READING

69-16

ORDINANCE AUTHORIZING AND DIRECTING THE CLERK OF COUNCIL TO CERTIFY UNPAID WATER BILLS FOR COLLECTION BY THE FRANKLIN COUNTY AUDITOR AND DECLARING AN EMERGENCY. (FIRST READING 6/27/2016). --- Cotner. Finance Committee.

RESULT:	REFERRED TO COMMITTEE	Next: 7/11/2016 7:00 PM
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70-16

ORDINANCE AUTHORIZING AND DIRECTING THE CLERK OF COUNCIL TO CERTIFY UNPAID WATER BILLS FOR COLLECTION BY THE LICKING COUNTY AUDITOR AND DECLARING AN EMERGENCY. (FIRST READING 6/27/2016). --- Cotner. Finance Committee.

RESULT:	REFERRED TO COMMITTEE	Next: 7/11/2016 7:00 PM
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67-16

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ORDINANCE AUTHORIZING AND DIRECTING THE CLERK OF COUNCIL TO CERTIFY GRASS AND WEED CUTTING COSTS (2015) FOR COLLECTION BY THE FRANKLIN COUNTY AUDITOR AND DECLARING AN EMERGENCY. (FIRST READING 6/27/2016). --- Cotner. Finance Committee.

RESULT:	REFERRED TO COMMITTEE	Next: 7/11/2016 7:00 PM
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68-16

ORDINANCE AUTHORIZING AND DIRECTING THE CLERK OF COUNCIL TO CERTIFY GRASS AND WEED CUTTING COSTS (2015) FOR COLLECTION BY THE LICKING COUNTY AUDITOR AND DECLARING AN EMERGENCY. (FIRST READING 6/27/2016). --- Cotner. Finance Committee.

RESULT:	REFERRED TO COMMITTEE	Next: 7/11/2016 7:00 PM
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LEGISLATION FOR SECOND READING

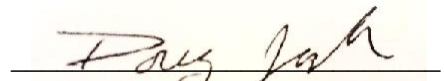
71-16

RESOLUTION ADOPTING THE TAX BUDGET OF THE CITY OF REYNOLDSBURG OHIO, FOR THE FISCAL YEAR BEGINNING JANUARY 1, 2017 AND DECLARING AN EMERGENCY. (SECOND READING 6/27/2016-PUBLIC HEARING 7/11/2016). --- Cotner. Finance Committee.

RESULT:	REFERRED TO COMMITTEE	Next: 7/11/2016 7:00 PM
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Adjournment


April L. Beggerow, Clerk of Council


Doug Joseph, President of Council