

MINUTES
City of Geneva
Council Meeting
September 25, 2023
6:00 p.m.

Mr. Cordova opened the Council meeting at 6:00 p.m.

Roll Call – Philip Cordova, Robert Rosebrugh, Jeffrey Griffiths, James Baehr, William Baker, John Barbo

Pledge of Allegiance to the flag was said and prayer was offered by Pastor Raymond Baker, Faith Freedom Fellowship.

Motion was made by William Baker to approve the minutes of the September 11, 2023 council meeting, seconded by John Barbo. Roll call, 6 yeas, (Cordova, Rosebrugh, Griffiths, Baehr, Barbo, Baker). Motion duly passed.

Presentation – Finance Department, Traci Welch, Finance Director Presenting

The audit of the City of Geneva’s Financial Statements has been approved by the Ohio Auditor of State. Two material non-compliance issues were noted. The first being internal control over tracking assets and the second being a negative cash balance in the JEDD III Construction Fund. These findings did not have an impact on the City’s audit opinion. The City received an unqualified (clean) opinion that the City’s financial statements are fair and appropriately represented. Once the report is released and posted to the State Auditor’s website it will be posted on the City’s website.

The Ohio Auditor of State’s current practice is to allow a firm to consistently conduct the audit of an entity for no more than a period of ten years. The year 2022 was the tenth year for the City’s current independent public accounting firm. The City anticipates the State will notify the City it will be performing the City’s 2023 audit.

In preparation of the 2023 audit to be completed in 2024, Ms. Welch is requesting the City hire Local Government Services (LGS), a division of the Ohio State Auditor’s Office for assistance with the GAAP Conversion. This change will be a cost savings for the City.

The first round of budget discussions with the Department Heads is completed. The City anticipates having the budget process complete and ready for the Finance Committee Meeting to go over the 2024 estimated budget the week of November 6th.

Beginning after the close of September, Finance will provide the monthly, cash, revenue and expense snapshots to Council on a monthly basis.

Mr. Varquette noted that Ms. Welch was able to reduce the City’s cost for 2022 GAAP conversion by \$5,000 by completing some of the tasks herself.

Citizens – None.

City Manager Report:

West Main Street – S.E.T., Inc. submitted a bid within ten percent at the September 14, 2023 bid opening. The City later learned in speaking with ODOT that the post bid requirements were not meant within the specified period of time. The bid is therefore deemed not in compliance, specifically with PN 13. The City has no other option but to reject the bid. If the City chooses to award the bid ODOT will pull the federal funding of \$2.25 million. The City requests a Resolution be added to the agenda to reject the bid of S.E.T. due to non-

compliance. Once the City has rejected the bid, the City can then re-bid the project. S.E.T., Inc. is eligible to re-bid the project.

Council will add the resolution to the agenda.

A resolution authorizing the City Manager to prepare and submit an OPWC application for Austin Road is on the agenda as a first reading.

Also on the agenda is a resolution authorizing the City Manager to enter into an agreement with LGS for the GAAP Conversion. This contract will reduce the City's costs in the preparation of the GAAP conversion as discussed in the Finance Presentation.

The delay in paving Centennial is due to a supply issue in getting sewer rings. The City is still planning to pave Centennial if the rings can be obtained.

Items for Consideration of Council:

Ordinance No. 3339 – Second Reading. An Ordinance Amending Chapter 265, Parks & Recreation Commission, Section 265.06(b) of the Geneva Codified Ordinances.

Resolution No. 3586. A Resolution Authorizing the City Manager to Enter Into an Agreement with the Office of the Ohio Auditor of State Local Government Services (LGS) to Assist the City Of Geneva in the Conversion of Cash Reporting to GAAP for Fiscal Year Ending December 31, 2023, and declaring an emergency.

Motion by Jeffrey Griffiths, seconded by William Baker that the rule of law requiring certain resolutions be read at three separate meetings be waived and suspended and Resolution No. 3586 be placed on final roll for passage. Roll call, 6 yeas (Cordova, Rosebrugh, Griffiths, Baehr, Baker, Barbo). Motion by William Baker to declare and pass Resolution No. 3586 as an emergency measure, seconded by John Barbo. Roll call, 6 yeas (Cordova, Rosebrugh, Griffiths, Baehr, Baker, Barbo). Roll call on passage, 6 yeas (Cordova, Rosebrugh, Griffiths, Baehr, Baker, Barbo). Resolution No. 3586 duly passed.

Resolution No. 3587 – First Reading. A Resolution Authorizing the City Manager to Prepare and Submit an Application to Participate in the Ohio Public Works Commission State Capital Improvement and / or Local Transportation Improvement Program and to Execute Contracts as Required, declaring an emergency.

Resolution No. 3588. A Resolution Authorizing the Rejection of the Bid of S.E.T., Inc. of Lowellville for the ATB – 20 – 2.01 Rebid 3, and declaring an emergency.

Motion by James Baehr, seconded by Jeffrey Griffiths that the rule of law requiring certain resolutions be read at three separate meetings be waived and suspended and Resolution No. 3588 be placed on final roll for passage. Roll call, 6 yeas (Cordova, Rosebrugh, Griffiths, Baehr, Baker, Barbo). Motion by William Baker to declare and pass Resolution No. 3588 as an emergency measure, seconded by John Barbo. Roll call, 6 yeas (Cordova, Rosebrugh, Griffiths, Baehr, Baker, Barbo). Roll call on passage, 6 yeas (Cordova, Rosebrugh, Griffiths, Baehr, Baker, Barbo). Resolution No. 3588 duly passed.

Unfinished Business:

The trail extension to Barringer Place is complete.

New Business:

Pursuant to the Charter, the Vice President (Philip Cordova) moves to the President position if the President is unable to continue. Council then votes on a Vice President. The President runs the council meeting. The Vice President runs the meeting in the absence of the President.

James Baehr made a motion to appoint Robert Rosebrugh Vice President. William Baker seconded the motion.

John Barbo made a motion to appoint Jeffrey Griffiths Vice President. No second was made.

Roll call on the motion to appoint Robert Rosebrugh Vice President, 6 yeas (Cordova, Rosebrugh, Griffiths, Baehr, Baker, Barbo). The motion duly passed.

Payment of Bills:

Discussion regarding purchasing local. It is the City’s policy to buy local but there are circumstances where the City needs to or it is cost effective to buy elsewhere.

Committee Reports – None.

Citizen – None.

John Barbo made a motion to adjourn

James Baehr seconded.

Council meeting adjourned at 6:38 p.m.

Recorded by: Phyllis Dunlap
Clerk of Council

President of Council

Clerk of Council