

**Administrative Services Committee
Meeting Minutes
April 28, 2021**

Mrs. Evans called the meeting to order at 4:30 p.m.

Present: Lisa Evans and Kim Chamberland

Staff: City Manager, Michael Doss, Finance Director, Pat Wirthlin and Administrative Assistant, Jackie Bain

Visitors: None

Proceedings: Approve the proceedings from the April 15, 2021 Administrative Services Committee Minutes. Ms. Chamberland made a motion to approve. Seconded by Ms. Evans.

Local Government Fund Mayors Association Formula

City Manager Michael Doss and Finance Director Pat Wirthlin discussed how Clermont County Mayors are proposing a new Local Government Fund (LGF) formula to bring Clermont County townships, cities, villages, and Commissioners to a mutually acceptable formula. Under the existing Township Model, Milford forfeits the largest LGF portion on an annual basis (~\$116K). It is a huge blow to villages. All the townships benefit, with Miami and Union gaining the most (~\$92K and ~\$112K annually, respectively). Milford does not fare much better under the proposed Mayor Model, but this formula places less emphasis on population and gives other municipalities a fairer portion of the pie. Today's recommendation for an Ordinance is merely a show of support for a more equitable distribution.

The Committee Agreed to Make A Recommendation for The Law Director to Draft A Resolution Authorizing Adoption of An Alternative Method of Appointment of The Undivided Local Government Fund for Calendar Year 2022 Based on The Following Distribution:

1. The County will receive 48.545 percent of the total allocation to be disbursed.
2. The remaining 51.455 percent of funds after the County allocation outlined in items 1 above will be disbursed as follows:
 - a. 50 percent will be shared equally among all municipalities and townships
 - b. 50 percent will be distributed to the municipalities and on a per capita basis and will be adjusted as necessary based upon the most current United States Census

Property and Casualty Insurance

Ms. Wirthlin informed the committee that Staff recommends the City continue its engagement with McGowan Governmental Underwriters for property and casualty insurance for the 2021/2022 coverage period. Coverage includes buildings, vehicles, equipment, contents, cyber, and accidents that cause injury or damage. The current renewal of \$62,779 increased ~\$11K from the 2020 renewal amount due to the addition of the 725 Main property, \$1 million cyber coverage, a high 5-year loss ratio, and typical rate increases. Please note that McGowan, as an agent to the City, bids the contract out to various insurers. Also reviewed Ohio Plan, a popular P&C State pool.

Property & Casualty Insurance		
Premiums *		
Year		Amount
2018	\$	45,823.00
2019	\$	48,765.00
2020	\$	51,420.00
2021 Renewal	\$	62,779.00

* Premium Years run May to May

The Committee Agreed to Make A Recommendation for The Law Director to Draft an Ordinance Authorizing an Agreement with McGowan Governmental Underwriters for Property and Casualty Insurance in The Amount Of \$62,779 For the Period May 13, 2021 to May 13, 2022

Discussion of Sub House Bill 157 Section 29 of Hb 197

Finance Director - Pat Wirthlin discussed information with the committee regarding opposition to Sub. HB 157. The City of Milford will be writing to Legislature urging opposition to Sub. HB 157. The legislation would change the original intent of Section 29 of HB 197, the temporary provision instructing municipalities to continue withholding municipal income tax at a taxpayer's place of work, even if the taxpayer is currently working from home in a different local jurisdiction due to the COVID-19 pandemic. While we support the provision in Sub. HB 157 extending of the sunseting of Sec. 29 of HB 197 until December 31, 2021, we strongly oppose the remaining provisions in the substitute bill that attempt to rewrite the original intent of the temporary withholding provision.

Not only will municipalities be impacted, but businesses will suffer the additional administrative burden of having to certify each employee requesting a refund for the duration of the time they worked from home by tracking when and where every employee worked for both 2020 and 2021.

The Committee Agreed to Make A Recommendation for The Law Director to Draft an Ordinance or Resolution Opposing House Bill 157 Amending the Law Regarding Withholding Municipal Earned Income Tax for Those Working Virtually And/Or at Home, Using Language Based on The Attached Sample Resolution:

There being no further business, the meeting adjourned at 5:00 p.m. with a motion from Ms. Evans, Seconded by Ms. Chamberland All agreed

Respectfully submitted,
Jackie Bain, Administrative Assistant

“These minutes have been approved and adopted by Ms. Evans, and Ms. Chamberland on April 29, 2021.”