

# **BRUNSWICK CITY SAFETY & ENVIRONMENT COMMITTEE**

## **Agenda**

**OCTOBER 22, 2018**

**6:30 PM**

**or immediately following Parks, Recreation & Community Committee  
In Caucus Room**

1. Discussion Items
  - (a) **RES. NO. 78-18** - An emergency resolution authorizing the City Manager to execute all necessary documents to accept a grant from the Bureau of Workers' Compensation for the Fire Department. - **1st Reading** (To be brought from Safety & Environment Committee, *Administration/Jim Baird*)
2. General Discussion
3. Adjournment

**THE CITY OF BRUNSWICK**

**PROPOSED LEGISLATION**



**DATE:** 10/22/2018

**TO:** Vice Mayor Michael Abella Jr. and Members of City Council

**FROM:** Carl S. DeForest, City Manager  
Jim Baird

**COPY:** Mayor Ron Falconi

**LEGISLATION:** **RES. NO. 78-18** - An emergency resolution authorizing the City Manager to execute all necessary documents to accept a grant from the Bureau of Workers' Compensation for the Fire Department. - **1st Reading** (To be brought from Safety & Environment Committee, *Administration/Jim Baird*)

**BACKGROUND:** The fire department has applied for and received a grant Bureau of Workman's Compensation grant in the sum of \$12,025.40 for the purchase of upgraded personal protective equipment and a gear extractor. The local cost share from the City equals \$2,405.08 for a total of \$14,430.48. The City will have only 120 days of receiving grant funds to purchase and pay for the equipment. This legislation will allow us to accept those funds from the state.

**PURPOSE AND EXPLANATION:** Requesting an emergency with suspension to allow us the time to purchase the equipment in keeping with the terms of the grant.

**IMPLEMENTATION SCHEDULE:** Immediate

**FINANCIAL INFORMATION:**

**FINANCIAL SUMMARY:** The entire \$14,430.48 is included in the Division of Fire's 2018 budget and will be available, upon City Council's and City Manager's approval of the grant . This includes the BWC grant share of 12,025.40 and the City local share of \$2,405.08 for the purchase of upgraded personal protective equipment and a gear extractor. Accepting this grant will allow the Division of Fire to make the purchases listed in the grant documents.

**RECOMMENDED ACTION:**

|                     |     |
|---------------------|-----|
| One Reading         | No  |
| Two Readings        | No  |
| Three Readings      | No  |
| Emergency           | Yes |
| Suspension of Rules | No  |

If emergency or suspension of the rules, why the request?

Emergency with Suspension of the rules is requested to allow us the time to purchase in compliance with the terms of the grant.

**ADDITIONAL  
INFORMATION:**

N/A



**Bureau of Workers'  
Compensation**

13430 Yarmouth Drive  
Pickerington, OH 43147

Governor **John R. Kasich**  
Administrator/CEO **Sarah D. Morrison**

www.bwc.ohio.gov  
1-800-644-6292  
Phone: 614-995-8622  
Fax: 1-866-336-6352

September 17, 2018

Lieutenant Matthew Payne  
City of Brunswick  
Fire Department  
4383 Center Road  
Brunswick, OH 44212

Policy number: 35205702  
Application number: 05-0511

Dear Lieutenant Payne:

Congratulations! We have approved City of Brunswick's application for the Firefighter Exposure to Environmental Elements Grant (FEEEG) project requesting \$12,025.40. The following equipment is approved under this grant award as detailed in the attached approved grant budget:

- (1) Groves PPE-EW Extractor w/Shipping
- (52) Firemaster Ultra Premium with Gauntlet, SB Item Gloves
- (52) Majestic MAJ-C6GORE Particulate Hood, ULTRA C6 w/ shipping

You may expect to receive your award within eight weeks from the date of this letter. If you enrolled in electronic funds transfer, you may expect the direct deposit into the account specified on your vendor information form.

When you **receive your grant funds**, you must complete the action steps as listed below

- ◇ **Purchase and implement** the approved intervention equipment within 90 days after the date on the grant check or electronic fund transfer (EFT).
- ◇ Forward itemized invoice(s) pertaining to **all approved equipment purchased** showing either "Stamped" Paid in Full or "Typed-Written" Paid in Full within 120 days of receiving BWC grant check or electronic fund transfer (EFT).

Please see the enclosed *Employer Action Steps* for details on the above items.

BWC stands ready to assist you with your safety needs. If you would like to speak with a Division of Safety & Hygiene consultant or have questions about the SIG program, please call 1-800-644-6292, and listen to the options.

Sincerely,

Ibraheem (Abe) Tarawneh, PhD  
Superintendent  
Division of Safety & Hygiene

Enclosure

cc: BWC Finance Division  
BWC Field Operations  
File

## Employer Action Steps

| Steps | Action steps                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Date completed |
|-------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|
| 1     | Purchase and implement the approved intervention <b>only</b> after receiving grant funds. You must make the <b>intervention purchase and implement the intervention equipment</b> within 90 days after the date on the grant check or EFT. Your participation in the FEEEG program commences on the date of the grant check or EFT.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                |
| 2     | <p>Within 120 days after the date of the grant check or EFT, you must provide BWC with the following:</p> <ul style="list-style-type: none"> <li>◇ A copy of the original approved budget;</li> <li>◇ Itemized invoice(s) pertaining to <b>all approved equipment purchased</b> showing either "Stamped" Paid in Full or "Typed-Written" Paid in Full within 90 days of receiving BWC grant check or electronic fund transfer (EFT).</li> <li>◇ Copies of the front and back of all canceled check(s) or online bank statements issued that demonstrate that you paid all invoices associated with the intervention in full, and all BWC and employer contributions were fully used in the manner intended.</li> </ul> <p>Forward the aforementioned documentation to BWC Safety Intervention Grants Program, 13430 Yarmouth Drive, Pickerington, Ohio 43147-8310 c/o Safety Intervention Grants program coordinator.</p> <p><b>IRS 1099 requirement</b> – All grant recipients will be issued a 1099 for their BWC paid grant funds. This does not preclude employers from providing BWC proof of spending verification for the use of the grant funds within 120 days after the date of the grant check as described above.</p> <p><b>Note:</b> The issuance of a 1099 does not preclude BWC from seeking administrative, civil and/or criminal sanctions if you do not reimburse the bureau all unused grant money and/or funds deemed misappropriated.</p> |                |
| 3     | <p><b>Submit one-year case study.</b> You must provide a case study one year from the intervention date. Submit this within 30 days of the one-year reporting period. BWC will require employers who fail to adhere to the reporting requirements to reimburse the full amount of the grant.</p> <p>Case study - Under development</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                |
| 4     | Program completed upon submission of one year case study.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                |

(**Note:** Employers who fail to adhere to the regulations, terms and/or conditions of the FEEEG program may be required to reimburse us, up to the full amount of the grant, and may face civil and/or criminal sanctions.)



**Bureau of Workers' Compensation**

RECEIVED

SEP 04 2018

**Application for Safety Intervention  
Grant for Firefighters Exposure to  
Environmental Elements**

**Step 1b** – Employers with payroll greater than or equal to \$500,000 are to complete the table under Step 1b. This requires a 5-to-1 match.

| Item                                          | Quantity | Cost        | Total       |
|-----------------------------------------------|----------|-------------|-------------|
| PPE EXTRACTOR                                 | 1        | \$ 3,800.00 | \$ 3,800.00 |
| FIREMASTER ULTRA PREMIUM WITH GAUNTLET GLOVES | 52       | \$ 109.24   | \$ 5,680.48 |
| PARTICULATE HOOD                              | 52       | \$ 90.00    | \$ 4,680.00 |
|                                               |          | \$          | \$          |
|                                               |          | \$          | \$          |
|                                               |          | \$          | \$          |
|                                               |          | \$          | \$          |
|                                               |          | \$          | \$          |
|                                               |          | \$          | \$          |
|                                               |          | \$          | \$          |
|                                               |          | \$          | \$          |
|                                               |          | \$          | \$          |
| Freight                                       |          | \$ 270.00   | \$ 270.00   |
| Tax                                           |          | \$ N/A      | \$ N/A      |

Employers must list all discounts and/or trade-in amounts and subtract them from the project total prior to determining the grant match. These must be included on the vendor price quote.

Total project  
(A)

—  
\$ 14,430.48

To determine the grant amount you are requesting for equipment, please complete the formula below.

Total amount of project (from Step 1b) \_\_\_\_\_ A \$ 14,430.48  
Total amount supplied by BWC, (either \$15,000 or less, or remaining funds available) \_\_\_\_\_ B \$ 12,025.40  
Total amount supplied by the employer for equipment \_\_\_\_\_ A-B \$ 2,405.08  
(A x 5) / 6 = B (multiply A by 5, then divide by 6)

**Step 2: Complete the questions below and sign.**

Do you have ownership, partnership or any other affiliation with the vendor of the equipment you are purchasing?  
If yes, please explain NO

Are you planning to finance your portion of the grant project? Yes ☐ No ☒ If yes, you must provide us with a copy of the loan agreement with your receipt documentation once you receive the grants funds and make your purchase.

**Authority** — The person signing below for the employer state that he or she is either the owner, chief executive officer, chief financial officer, plant manager or other person having fiduciary responsibilities with the employer; and the employer agrees that the signer or his, or her successor, will have the authority to oversee the carrying out the employer's responsibilities for two years after BWC issues the grant check. The signer's authority shall continue until the employer notifies BWC of the name of the successor.

By my signature, I agree to comply fully with the terms and conditions of the program and to use all monies solely for the purposes intended. I further understand I may be subject to civil, criminal and/or administrative penalties as the result of any false, fictitious and/or, misleading or fraudulent statements made and/or if funds are not used, or are misused, misapplied, or misappropriated in any way and/or are used for purchases and/or services not associated with the approved budget and/or itemized proposal submitted.

Name of duly authorized representative (please print) CARL S. DEFOREST  
Signature of duly authorized representative [Signature] Date 08/28/18  
Title City Manager  
Employer name City of Brunswick BWC Policy 35-205702

CITY OF BRUNSWICK, OHIO  
RESOLUTION NO. \_\_\_\_\_

BY:

AN EMERGENCY RESOLUTION AUTHORIZING THE CITY MANAGER  
TO EXECUTE ALL NECESSARY DOCUMENTS TO ACCEPT A GRANT  
FROM THE BUREAU OF WORKERS' COMPENSATION FOR THE FIRE  
DEPARTMENT.

WHEREAS: The Fire Department has applied for and been approved for a grant from the Bureau of Workers' Compensation in the amount of \$12,025.40 for the purchase of upgraded protective equipment and a gear extractor (the "Grant"), which equipment must be purchased within one hundred twenty (120) days of receipt of the Grant; and

WHEREAS: The local cost share to the City pursuant to the terms of the Grant is in the amount of \$2,405.08.

WHEREAS: THE COUNCIL OF THE CITY OF BRUNSWICK HEREBY RESOLVES:

SECTION 1: The City Manager is hereby authorized, upon approval of the Law Director, to execute all necessary documents to accept the Grant.

SECTION 2: That this Resolution is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, property, health, safety or welfare, and for the additional reason that immediate passage is necessary to comply with the terms of the Grant. Therefore, the same shall be in full force and effect from and after its passage by the required number of votes or from the earliest time allowed by law.

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PASSED: 1<sup>st</sup> Reading \_\_\_\_\_

Rules Suspended: AYES \_\_\_\_\_ NAYS \_\_\_\_\_

ADOPTED: \_\_\_\_\_ AYES \_\_\_\_\_ NAYS \_\_\_\_\_

ATTEST: \_\_\_\_\_

Clerk of Council  
Fijabi Julien-Gallam, CMC

CITY OF BRUNSWICK, OHIO  
RESOLUTION NO. 78-18

BY: Mr. Ousley, Mr. Salzgeber and Mr. Abella

AN EMERGENCY RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE ALL NECESSARY DOCUMENTS TO ACCEPT A GRANT FROM THE BUREAU OF WORKERS' COMPENSATION FOR THE FIRE DEPARTMENT.

WHEREAS: The Fire Department has applied for and been approved for a grant from the Bureau of Workers' Compensation in the amount of \$12,025.40 for the purchase of upgraded protective equipment and a gear extractor (the "Grant"), which equipment must be purchased within one hundred twenty (120) days of receipt of the Grant; and

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PASSED: 1<sup>st</sup> Reading \_\_\_\_\_

Rules Suspended: AYES \_\_\_\_\_ NAYS \_\_\_\_\_

ADOPTED: \_\_\_\_\_ AYES \_\_\_\_\_ NAYS \_\_\_\_\_

ATTEST: \_\_\_\_\_

Clerk of Council  
Fijabi Julien-Gallam, CMC