

City of Gahanna

*200 South Hamilton Road
Gahanna, Ohio 43230*



Meeting Minutes

Monday, December 10, 2001

7:00 PM

City Hall

Finance Committee

Karen J. Angelou, Chairman

L. Nicholas Hogan

Thomas R. Kneeland

Debra A. Payne

Donald R. Shepherd

David B. Thom

Michael O'Brien, ex officio

W. Jerome Isler, ex officio

ADDITIONAL ATTENDEES:

Stinchcomb, White, Isler, D'Ambrosio, Murphy, Williams, Weber, Kelley, McAlister, Mitchell, Wetherholt, Davies, Lee; Mumma, Komlanc, Collins, McCorkle. Karen Woodward thanked everyone for their prayers for her son who was in a terrible car accident; said he is doing well and will be home for Christmas.

PENDING LEGISLATION:

Members Absent: Michael O'Brien

Members Present: Karen J. Angelou, L. Nicholas Hogan, Thomas R. Kneeland, Donald R. Shepherd, Debra A. Payne and David B. Thom

ORD-0258-2001

TO AMEND ORD-0287-2000 IN ORDER TO ESTABLISH THE RATES OF PAY FOR UNCLASSIFIED PERSONNEL OF THE CITY OF GAHANNA FOR THE PERIOD BEGINNING JANUARY 1, 2002; AND TO DECLARE AN EMERGENCY

Recommended for Adoption, Consent

ORD-0259-2001

TO AMEND ORD-0046-2001 IN ORDER TO ESTABLISH THE RATES OF PAY FOR SUPERVISORY PERSONNEL OF THE CITY OF GAHANNA FOR THE PERIOD BEGINNING JANUARY 2, 2002; AND TO DECLARE AN EMERGENCY

Consent

Recommended for Adoption, Consent

ORD-0260-2001

TO AMEND ORD-0187-2001 IN ORDER TO ESTABLISH THE RATES OF PAY FOR COMMAND OFFICERS OF THE CITY OF GAHANNA POLICE DEPARTMENT FOR THE PERIOD BEGINNING JANUARY 1, 2002; AND TO DECLARE AN EMERGENCY

Consent

Recommended for Adoption, Consent

ISSUES:**2002 Appropriations**

Angelou said that Committee will work on appropriation until approximately 10:00 p.m.

Isler reviewed the 2002 Appropriations and referenced changes; said that it was very difficult to do the appropriations since the outlook has considerably changed since the budget; do not know final effects of the State reducing what they pay us by at least 3%; losing more; worked out revenue to the best he could. He continued that health plan has increased up to 14 1/2 %; each person will have different summarizations for cost.

Page 1, Council - Legal Requirements 111.5404; Payne said this is up. Sherwood said this is for the codification and updates to the zoning map; things we are legally required to do; will be changing codifier; will be a one time cost this year to change over; is speaking with various codifier's now. Also the publication of the Charter changes was paid from this account. In Office Supplies 111.5301 - approximately \$2,000 was spent on bottled water this year; development did pay for one order; if things get too tight may have to ask other departments to help. No changes.

Page 2, Mayor - Cell phones are now split out for each department. Davies does the administration of all cell phones except the police. No changes.

Page 3, Human Resources - Isler said it is the plan to not have someone employed until around the first of April. Angelou said that just because the department was created does not mean that we have to fill it right away. Payne said we do not have to fill it right away, but she feels that the voters have spoken by passing this, so we should go ahead and create the position.

McAlister asked if health insurance is approximately \$8,000; Isler said for a family, yes. No changes.

Page 4, Finance - Discussion about health insurance costs. Payne asked why it is lower; is it because of employees going with the network program; Isler said yes. Kelley asked about the big jump in GAAP; Isler said it is because of what we have to do with our reporting; audits will double and we have no control over that; also new requirements and we have to get ready for GIS. No changes.

Page 5, Auditor - No changes.

Page 6, Tax - Payne asked if they added a new person in 2001, and Isler said yes. No changes.

Page 7, Miscellaneous - McAlister asked about Hunters Ridge Loan; Isler said it is for the pool; Isler said we are co-signers on the loan and when they were unable to generate enough revenue to meet the payments we made payments. McAlister asked what the amount of the original loan was, and Isler said \$700,000. Angelou said we also backed the Swim & Racquet Club but they have been able to generate enough revenue. Mitchell said they are hoping that the Hunters Ridge pool will be able to make payments this year with the help and expertise of our employees. No changes.

Page 8, Public Service - Reviewed flagged items; Seminars & Meetings; Davies said she feels this will be enough. Kneeland said it is important that Davies attend specialized seminars that will help us capture funds in right of way issues. White said that Davies should belong to the Ohio Public Works Association, and the American Public Works Association. No changes.

Page 9, Lands and Buildings - Payne asked what Contract Services is; Davies said that would be for items like HVAC, copiers, pest control and the new carpet cleaning maintenance. No changes.

Page 10, Engineering - It was asked what Engineer-Water/Sewer was; Wetherholt said that is for George Jackson and the division of time he spends working on those issues; 1/3 of his time. It was asked if the engineering secretary was just added this year, and Wetherholt said yes. No changes.

Page 11, Mayor's Court -There was discussion over the need for more funds in part-time; Woodward said she did have to come back and get transfer of funds to be able to cover till the end of the year. Angelou said \$22,000 has been proposed; only work people for the number of hours you have funds for. Woodward said the case load has almost doubled in the last several years; have to keep up with things and have court every week. It was agreed to add \$4,000 more to Salaries part-time. Kelley questioned credit charges; Woodward said this is so we can accept credit cards for payment of court fines; will be adding handling fee or processing fee in total of fines to cover use of credit

cards. ADD \$4,000 to Salaries Part-time and then necessary fringes. no other changes.

Page 12, Civil Service - No changes.

Page 13, City Attorney - Negotiations consultant; Sherwood said that approximately \$100,000 has been spent this year; had to get supplemental appropriation; this is for the labor negotiations. No changes.

Page 14 & 15, Police - Angelou asked how many total police officers; Murphy said 54 full time and 7 part-time; 1 Chief, 1 Deputy Chief, 3 Lieutenants and 6 Sergeants. After question about training, Murphy said that it is important to have not only our full time and part-time police officers, but must train the 27 Reserves, especially after the September 11th strike; Reserves can be as much a liability as other officers. Also working on more training for the TRU team. No changes.

Page 16, Safety - Murphy said there is the addition of a Clerk to begin to learn Sharon Wigal's job; she is the glue that holds everything together; must start training someone; currently Wigal and Records Clerk are swamped. It was stated that Council would have to create. No changes.

Page 17, Emergency Management - Disaster Services - Gen. Williams said this is the fee we pay Franklin County; he would recommend that we continue with this for now until we get the dispatching center; not have entire package to sound them yet; approximately \$6,000; rest is the annual service fee to the county. Council members asked Gen. Williams how many hours he is working a week; actually how much time he is spending on the job; realize that it has turned into a job more than 20 hours a week. Williams said that he will be here for at least 8 hours at least 3 days this week; things should quiet down once the emergency plans are finished; works at least 45 hours per pay period; do not know what is coming down the pike from the department of justice; can create more work. Council members felt that the salary should be raised; City is so lucky to have Williams and his expertise. Council agreed to put \$36,400 in the appropriations for Williams salary, 101.215.5101

Recommendation: Emergency ordinance with waiver of second, to take salary of Emergency Management Director to \$36,400.

Page 17, County Health - Isler said it came in at \$150,686; he believes this is a mistake, and the figure in the appropriations is more accurate; agreed to leave the \$182,000.

Recommendation: Leave \$182,000 in; 101.217.5441.

Page 18, Communications - Angelou said Mazeau had called her to give presentation tonight to update Council on progress of the dispatching center and potential entities involved; felt it would be better to have this on a separate night devoted only to that; will schedule for January. Williams said that Mazeau is a national committee person for NENA; great contacts; will be able to get grants. No changes.

Page 19, Zoning - Salaries Seasonal - White said this is the account they pay the two graduate interns out of. No changes.

Page 20, Planning Commission - There was discussion about raising Planning Commission members salaries. Thom said it has been 5 years; all variances are back to Planning, and now Planning does all of the design review too. Council agreed to raise Planning Commission members salaries to 300 a month from the current \$250. No other

changes.

Recommendation: Emergency Ordinance with waiver of second to raise the Planning Commission salaries to \$300 a month, effective January 2, 2002.

Page 21, Development - White said office expense includes their copier; is cheaper that way. Question was asked about what Maintenance Building is? White said that is for maintenance of buildings on various properties, like the Hannah property; maintenance on properties we own; anything that comes with property.

White said she would request Council raise the salary of her Administrative Assistant, William Murdock, who will be given the correct title for what he does as Planner after the first of the year; would like salary raised so that it will coincide with what he will be doing; \$41,200; he has 4 degrees, 2 of which are Masters; align with what was in the budget; been performing the work of a Planner and doing an excellent job; just couldn't call him that because she could only have an Administrative Assistant, Deputy and Clerk; with the Charter change can give him the title of Planner after the first of the year.

Recommendation: Substitute ordinance with salary at \$41,200.

There was discussion about the payment to the School District; White said the 1.45 million is a more accurate figure; leave that in; next year need to look at the agreement; some areas are incalculable. Part-time Planner is set for \$18,000; can work out hours. No additional changes.

Page 23, Building - Contract Review Services - This is for inspection of commercial plans; had to get a supplemental this year; keep as is. No changes.

Page 24, Refuse - No changes.

Page 25, Board of Zoning Appeal - Sherwood said they only had 3 meetings this year. No changes.

Page 26, Network - There was question about part-time clerical; Lee said he is paying one part-timer out of another account; a Mayor's account. It was asked what staff Lee has. Lee said he and McCorkle are full time and work on the more complicated things; two part-timers work approximately 26 hours a week each. There was discussion about there being enough in the appropriations to pay the 2 part-time employees. Lee is to come back to Council tomorrow night with more detailed breakdown of the part-time hours to see if more should be appropriated in part-time clerical.

Page 27, TIF - There was discussion about raising the Bed Tax once we have everything in place. No changes.

Page 28, Creekside Redevelopment - Nothing.

Page 29, Parks - No changes.

Page 30, Recreation - No changes.

Page 31, Golf Course - Mitchell said the golf course made approximately \$100,000 profit this year. No changes.

Page 32, Senior Services - It was asked how many members there are now; Mitchell said

approximately 900 members who do pay a minimum membership fee. No changes.

Page 33, Parks & Recreation Board - No changes.

Page 33, Landscape Board - No changes.

Page 34, Garage - There was discussion about the Fleet Management Study. Davies said she and Isler went over the inventory and did not find that there is any extra. Kring said sometimes they will pick up 40 to 50 tires at a time; increase inventory for a short time; they have a lot of specialty parts that cannot be used for more than one vehicle; can't have down time; some parts are high dollar items that they have to keep on the shelf, because working on emergency vehicles and equipment; total dollar value of less than \$40,000; are wacking that down; older fire apparatus had specific pieces; newer pieces align with dump trucks and things on the shelf; new EMS units in line with the normal truck.

There was discussion about adding a Parts employee. Kring said once they get a parts employee they will be able to secure the area; person would go out and secure parts rather than having the mechanics going out and getting the parts they need; mechanics do what they were hired to do; work on vehicles. Angelou asked what kind of credentials a parts employee would have? Kring said there are several different options; might be able to fill that position from within and pick up another mechanic; not researched enough yet; would have to know how to run down safety, specialty parts; work to knock out middle man and get the best price; someone come in and organize the parts room; bar code system; some scheduling; billing out to the work order to keep the mechanic from having to do it.

Davies said that we are trying to bring in Clinton Township; very close; doing their maintenance. Hogan said that Col. Hall has been talking about employing a parts person in Service Committee most of the year; feels it is a necessity; has been a monitor item in Service. Kring said currently there is no job description. Council asked that Kring and Davies come back with a tentative job description tomorrow night.

Page 35, Joint Maintenance Facility - Kring said that the School District does most of the maintenance on the facility; haven't needed much; will be renegotiating with PenLor in 2002.

Page 35, Transfers - It was asked how many officers are paid out to the COPS FAST; Isler said 3. No changes.

End General Fund

DONNA JERNIGAN, CMC/AAE, Deputy Clerk of Council