

# **City of Gahanna**

*200 South Hamilton Road  
Gahanna, Ohio 43230*



## **Meeting Minutes**

**Monday, December 11, 2000**

**8:15 PM**

**City Hall**

## **Finance Committee**

*Karen J. Angelou, Chair*

*L. Nicholas Hogan*

*Thomas R. Kneeland*

*Michael O'Brien*

*Rebecca W. Stinchcomb*

*Donald R. Shepherd*

*Debra A. Payne, ex officio*

**Members Absent:** L. Nicholas Hogan

**Members Present:** Karen J. Angelou, Thomas R. Kneeland, Michael O'Brien, Rebecca W. Stinchcomb, Donald R. Shepherd and Debra A. Payne

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**ADDITIONAL ATTENDEES:**

McGregor, Isler, Wetherholt, Hall, White, Mitchell, Komlanc, Mumma, Jackson, Hairston.

**PENDING LEGISLATION:**

**ORD-0287-2000**

TO ESTABLISH THE RATES OF PAY AND BENEFITS FOR UNCLASSIFIED PERSONNEL OF THE CITY OF GAHANNA FOR THE PERIOD JANUARY 1, 2001 THROUGH DECEMBER 31, 2001; TO REPEAL ORDINANCE NO. 980440; AND TO DECLARE AN EMERGENCY

Angelou noted ordinance had been distributed with changes marked; feel we need to take a look at the City Engineer and the Assistant City Engineer and give consideration to raises higher than proposed by Mayor. McGregor noted that the Assistant City Engineer did have a larger raise and did change range to be consistent with Deputy Directors; raise amounts to about 12% and 5% for the City Engineer. Angelou noted that the Administrative Assistant also needs some consideration; are adding another person in appropriations to help; Engineering is taking on many projects including some of the Creekside area which is getting into the engineering phase; coordinating all the projects including the huge ITS project; great amount of duties; as well as being paid for that they need to have the ability to have staff to handle those duties; know we were concerned that there would be help for the Administrative Assistant. McGregor agreed that funding had been included and will be hiring Jill Cindia; agree that a larger raise is necessary; need to try to stay competitive in that field. Angelou stated her recommendation would be to take City Engineer to \$74,000 and Assistant City Engineer to at least \$46,000; figures are within their ranges; all of our departments are taking on more; the technical issues that we are facing require we have quality engineering.

McGregor stated since we are making changes would like to revisit Development Director; recommended \$69,000. Angelou noted legislation showed \$66,732. McGregor stated that was initial recommendation but felt we had increased that to \$69,000; now recommending \$72,000 or \$73,000 to be competitive with Reynoldsburg and Westerville and similar Central Ohio cities; public sector needs to be competitive to keep quality people; \$73,000 is within range.

Angelou stated that Finance Director at \$82,281 was a reasonable increase to begin with; no changes.

Angelou stated that Director of Public Service is set at \$60,000; Colonel Hall is doing a great job; no changes.

Angelou noted that Director of Parks and Recreation will be staying for another year or so and not retiring; we have increased our park land significantly; have added the Hannah property, Creekside is patrolled by Parks Department; consider \$68,000 which is within range.

Angelou noted that the Director of Network Operations was just hired.

Angelou stated we are not trying to go against Mayor's recommendations; feel we need to take an overall look to retain quality people; for Water Resources Engineer recommend \$62,000.

Angelou stated she was concerned with the main administrators; feel there needs to be an incentive to do all of the hard work with a limited staff. McGregor stated we were the most limited in Central Ohio as to staffing. O'Brien stated we need to get them more help. Stinchcomb stated she agreed with the Engineering Department increases; Department Heads need to raise the red flag when work becomes overwhelming; we expect that; may need to add another person; ask what you think we will need to add to Engineering to handle the ITS project among others. Kneeland stated he had asked Fishel for a recommendation on staffing; throwing money at people is good but burn out will occur; retention is important; additional help goes a long way to making that stress less.

Payne noted Deputy Director of Finance/Tax Administrator just received his Master's degree; suggest \$60,000.

McGregor stated he just noticed that the Emergency Management Director is not included in this. Clerk stated she felt it was not created as a part of the unclassified ordinance as it is part time but will check. (Clerk's Note: ORD-0254-2000 creating the position of Emergency Management Director was done as a separate piece of legislation with salary stated in it and is not included in the Unclassified Salary ordinance.)

Angelou stated several others need looked at; suggest Secretary to the Mayor/Office Manager be raised to \$46,000; is taking on more and more responsibility. Need to look at receptionist at \$20,000 also; Angelou continued with suggestion for Secretary to Director of Public Service at \$44,000; and Administrative Assistant Engineering at \$42,000. McGregor noted he had failed to change the range for Administrative Assistant Service which should be raised to same range as other Administrative Assistants which is \$35,000 to \$50,000; would raise the salary to \$35,000 the bottom of the range.

O'Brien stated he was unprepared for all this discussion this evening; feel it should be in Executive Session; don't feel comfortable in talking openly regarding some of these. Angelou noted we can't go into Executive Session this evening; have these changes available and can go into Executive Session before acting on it next Monday and make any changes necessary from the dais. O'Brien stated there were some things he would like to say that may become delicate.

Payne stated an Executive Session will be held Monday, December 18 just prior to Second Reading of Ordinances.

Payne stated she would like to address the Deputy Director of Development and suggested \$46,000 same as the Assistant City Engineer.

Payne also noted the Deputy Finance Director Clerk/Payroll just received her degree; have found in the past that is the biggest opportunity for someone to steal her away. McGregor stated it has been a tough couple of years for Payroll; with Atiba moving over to Payroll and Mumma's help feel we are getting back on track. Shepherd noted that Mayor said Payroll is doing a great job; can support. Payne suggested \$43,000.

Stinchcomb asked Isler to prepare a sheet showing percentages for everyone; just want to see what we did. Isler stated they would get that prepared.

Angelou mentioned Administrative Assistant Finance as another; would not take effect until March when 6 months is up; suggest \$44,000.

Angelou requested that McGregor and all of Council review these changes; see if this is the direction you want to go; lot of changes and reissue this; look at it and discuss in Executive Session next Monday; lot of times people are continually giving and don't ask us for this.

Angelou suggested looking at Public Service over the weekend; think that should go up to \$63,000 for Colonel Hall; no other changes at this time; noted that if anybody would rather have another staff member rather than raises, see the leader.

**Recommended for Adoption**

## **2001 APPROPRIATIONS:**

Angelou stated that changes to the Development accounts for appropriations had been discussed in Development Committee; on Page 20 we need to add \$7,000 in account 101.343.5254 and \$7,000 to account 101.343.5253; this is for two projects where monies were not used this year and projects will not be started until next year; one is to have marketing package on CD ROM with video and account for Development Planning goes from \$32,000 to \$39,000; Development Promotion is again for the CD; rather than encumber and carry over prefer to start fresh; with Mumma's and Hairston's help in discussion felt it was better to take this approach.

Angelou stated that with regard to Safety Town they have a surplus; we added money to them this year; may want to take that out; Isler gave me a report; they still have some money; on Page 15 we had added to account 101.212.5271; take that back to \$1,500.

Angelou stated that we will start appropriations discussion at 6:00 p.m. Will meet for Finance Committee at 6:00 p.m. on Tuesday, December 12; assume we can get this done in 2 to 2-1/2 hours.

**ISOBEL L. SHERWOOD, CMC/AAE, Clerk of Council, reporting**