

MINUTES COMMUNITY DEVELOPMENT COMMITTEE MEETING
REYNOLDSBURG CITY COUNCIL
November 3, 2014

Members of Community Development Committee present: Leslie Kelly, Cornelius McGrady, III, Mel Clemens, Barth Cotner, Chris Long, Scott Barrett, Dan Skinner.

President of Council Doug Joseph was present.

Chairman Kelly called the meeting to order at 7:30 p.m.

Approval of Agenda.

Approval of the minutes of the Community Development Committee Meeting held 10/20/2014.

Mrs. Kelly: Next item is Discussion: Community Center, I would like to hold this discussion for 2 weeks. I'm going to be meeting with Mrs. Bauman and we will come and present something to you guys after our meeting.

Meeting adjourned at 7:31 p.m.

Community Development
- - -April L. Beggerow, Clerk of Council
November 3, 2014

MINUTES SERVICE COMMITTEE MEETING
REYNOLDSBURG CITY COUNCIL
November 3, 2014

Members of Service Committee present: Mel Clemens, Scott A. Barrett, Leslie Kelly, Barth R. Cotner, Chris Long, Cornelius McGrady, III., Dan Skinner.

President of Council Doug Joseph was present.

Chairman Clemens called the meeting to order at 7:31 p.m.

Approval of Agenda.

Approval of the minutes of the Service Committee Meeting held 10/20/2014.

ORDINANCE AUTHORIZING MAYOR TO ENTER INTO CONTRACT WITH EMH&T FOR THE 2015 FURTH DRIVE WATERLINE REPLACEMENT PROJECT, APPROPRIATING FUNDS THEREFORE, AND DECLARING AN EMERGENCY.
(First reading 10/27/2014. Requests emergency passage at second reading).

Mr. Clemens made a motion to send to Finance Committee, Second by Councilman Skinner.

All voted Aye, motion carried.

ORDINANCE AUTHORIZING MAYOR TO ENTER INTO CONTRACT WITH EMH&T FOR THE 2015 EAST BROAD STREET TANK IMPROVEMENTS PROJECT, APPROPRIATING FUNDS THEREFORE, AND DECLARING AN EMERGENCY.
(First reading 10/27/2014. Requests emergency passage at second reading).

Mr. Clemens made a motion to send to Finance Committee, Second by Councilman Long.

All voted Aye, motion carried.

ORDINANCE AUTHORIZING MAYOR TO ENTER INTO CONTRACT WITH EMH&T FOR THE 2015 BRICE/RIDER & CREST/NIMES AREA SANITARY SEWER PROJECT, APPROPRIATING FUNDS THEREFORE, AND DECLARING AN EMERGENCY.
(First reading 10/27/2014. Requests emergency passage at second reading).

Mr. Clemens made a motion to send to Finance Committee.

All voted Aye, motion carried.

Meeting adjourned 7:35 p.m.

Service Committee
- - April L. Beggerow, Clerk of Council
November 3, 2014

MINUTES FINANCE COMMITTEE MEETING
REYNOLDSBURG CITY COUNCIL
November 3, 2014

Members of Finance Committee present: Barth R. Cotner, Chris Long, Mel Clemens, Leslie Kelly, Scott A. Barrett, Cornelius McGrady, III., Dan Skinner.

President of Council Doug Joseph was present.

Chairman Cotner called the meeting to order at 7:35 p.m.

Approval of Agenda.

Three items to be added to the agenda coming from the Service Committee will be items 12, 13 and 14. Motion that the three items be added to the agenda, second by Mr. Long.

All voted "Aye" Motion carried, agenda approved.

Approval of minutes of the Finance Committee meeting held 10/20/2014.

Discussion: Ad Hoc Committee Report (2011); addressing structural imbalance; possible adjustments & Income Tax Rate Increase.

Mr. Cotner: Any comments on this item? Nothing? I will make a motion we hold this item for 2 weeks, Second by Mr. Long. All voted "Aye" motion carried.

Discussion: Proposed 2015 Budget.

Mr. Cotner: I know we've gotten a preliminary budget and supplemental information. Are there any questions for the Mayor this evening?

Mr. McGrady: In looking at Parks & Rec, I see improvements for baseball diamonds etc, but I don't see anything for Pine Quarry Park.

Mr. McCloud: There's nothing in there for Pine Quarry Park. I'm open to suggestions about that. We can do certain things but we can't do everything. Obviously if you feel strongly, I would love to have that conversation, I feel it's something that needs to happen, but your right, it's not in there.

Mr. McGrady: Well, Dan's not here but I did send him information regarding 125 dollar grants, one was 75, one was 50 that you could look at. In addition to that, I had the lady from Land Trust and I gave him all of that information also and I can forward that to you as well.

Mr. McCloud: I can follow up with Dan. His mother in law passed on Friday, so I will follow up when he gets back.

Mr. McGrady: One final question. The Mary Hudson's building, I didn't see anything in there or maybe I overlooked it.

Mr. McCloud: That is in there, and if it's not it's going to be because that has to be done. I think it's in there... I've got to talk to the Auditor about where specifically that should go. Because it is a building, but it will be in there. It's in bad shape.

Mr. Joseph: Mayor, back to the Quarry Park issue again, have we done any estimates yet on what it would cost to repair the bridges there and if not is that in the pipeline to get some estimates?

Mr. McCloud: We have been told by EMH&T those structures are not repairable and we do have some information regarding some new structures, I'd be happy to get that to you if you'd like. I'll send it to all of Council.

Mr. Joseph: That'd be great thank you. (9.05)

Mr. Cotner: Yes Sir Mr. Clemens?

Mr. Clemens: Since we are talking about Quarry Park. This may not be Quarry Park but the building that we own in front of it-Do we still have that?

Mr. McCloud: Velar House?

Mr. Clemens: Are we going to do something with it? Or sell it?

Mr. McCloud: I keep hoping that it will fall down. No we have not done anything with it.

Mr. Clemens: Could we sell it or something like that?

Mr. McCloud: Yes. It needs something.

Mr. Clemens: Get rid of it or something.

Mr. Harris: We have had a number of discussions about the Velar house. For those of you who don't know what the Velar house is or was or is supposed to be. I think Mel and I and I think maybe Brad we were around when this thing was started back in the mid 90's. Originally we were going to tear that down and put a road up to the back of Pine Quarry Park. The original plan was to raise that building and use it as a parking lot. People could park there and then take this road up. The road was to be big enough to get an emergency vehicle in if you had to get one back up there. When that was finally purchased they could never get enough of right away to get the road up to it. It has been sitting in disrepair. There is water in the basement. It is probably full of mold. It needs to come down. As was the original plan.

Mr. Clemens: Ok good enough. I will work on that.

Mr. Cotner: Does anyone else have questions for the Mayor tonight regarding the budget at this time. Anyone on the finance committee interested in hearing from any of our department heads to look at questions or anyone that you would like the Mayor to schedule to come in and talk a little bit like we have done in the past. I know the Mayor would set that up. Who would we like to-what do you want to see or what do you want to hear?

Mrs. Kelly: I think it would great. I think that that was really helpful last year when we just had each department come in and kind of talk about what they were doing and where they would-I know I am very interested in hearing where they would like to go. This kind of like what I would like to do. This is what we are planning. Just to present. I thought that was really helpful last year.

Mr. Cotner: Ok same thing?

Mr. Joseph: Yes.

Mr. Cotner: Ok. So Mr. Mayor, maybe you could talk to some and kind of line them up to come in. . .

Mr. McCloud: Of course.

Mr. Cotner: Ok. So maybe when we look at the calendar maybe we could hold this for 2 more weeks. After 3 readings we can pass it the last week of December. We would pass it at that point as an emergency.

Mr. Long: Chairman Cotner, I would be aware that we typically do not meet the last week of December.

Mr. Joseph: We have 5 Mondays in December so we could meet on the 22nd. It would still give us 4 weeks in December.

Mr. Long: For a final vote?

Mr. Joseph: Yes.

Mr. Cotner: We could move it forward tonight and start the process so that if it happens to fall and we want to take the 22nd off. We should keep that option open. I have no problem moving it forward tonight. I think it still gives us plenty of time to look it over. What I will do then is make a motion to send this to council for its 1st reading. Seconded by Mr. Long. All in favor say aye.

All: Aye Motion carries

Mr. McGrady: So we will begin discussions in 2 weeks?

Mr. Cotner: Yes. So in 2 weeks Mr. Mayor will coordinate with April and we will have some of our department heads start to share what their budgets look like and be prepared with questions for them. I don't think we need to schedule like in the past where we would schedule special finance committees. I'm not sure we have enough to substance that we would be looking at changing so I think keeping them in our regular finance meetings is appropriate for now.

Mr. Joseph: You could always add those later if the discussions get more intense.

Mr. Cotner: In two weeks we will talk at finance and go from there. Thank you.

Discussion: 2015 Health/Dental Insurance Renewal.

Mayor McCloud: We've got good news that our health insurance and our dental coverage essentially stayed the same going forward to 2015. So good news on the medical front.

Mr. Long: Pass it quick before they change their minds.

Mr. Cotner: And we need to get this passed as an emergency? 1 reading and try to get it moving so that we can make sure we are all set by the beginning of the year. If nobody has questions, comments or concerns then I would make motion that we send this to council for the 1st reading with recommendation for adoption as an emergency. Seconded by Councilman Skinner. All in favor say aye.

All: Aye, Motion passes.

Discussion: Chapter 160 Revisions to Update for Software Change.

Mr. Harris: Thank you ladies and gentleman and Chairman Cotner. We have received an upgrade on our software for our payroll system which now will let the computer do the work that we were doing for a number of years manually. Let me explain the easy part first. IF you go to the 1st page where it says half time employee will receive sick time at a 2.31 because of rounding I have to take that to 2.30. Same way with employee $\frac{3}{4}$ time. It will go to 3.45 so that it works out correctly. Those are the easy ones. Any questions on those two? We accrue sick time based on the number of hours we work. So this is just to make the accrual work rather than the old manual way. No questions on that part?

Ok longevity. Longevity is paid to full time employees for completion of a certain number of years or service. This used to be very common in the private sector and manufacturing. It has since become virtually nonexistent. The only place you really see this in the public sector. I believe that the state has it and most cities and counties have it. It is pretty common. It is in police contracts. The way longevity works is and this is the way that it worked prior to 2006 was you started with the city on October 1 after 5 years you were in the system to start collecting longevity and you were paid that longevity at the conclusion of your 6th year. We had to keep track over all this manually as well. When there are 150 employees trying to figure out when all of their longevity checks were due, it is very time consuming. We came up with the idea of starting in their 5th year we would prorate everyone to the same date and we would pay it the 1st

or 2nd week in November. That way instead of keeping track manually all year we could pay them all at once besides the police because it was in their contract. We came and asked council to change this section so that we could do that. The way the proration worked let's say that your ending date was. . . Your starting date was October 1. Well we didn't pay you your whole amount. We paid you for only one month which then prorated and took your date to Nov. 1st. November 1 you got your whole 1 year. So now that we have a system that will do this it is better to know go ahead and change the new people that are coming on. People who have already been prorated to that date will continue to get it in November. This will only affect the people who are not in the system and coming up.

Mr. Long: Mr. Harris first of all I would like to thank you for taking the time prior to council to talk to be prior to council about this. It is so confusing if you read on t

Discussion: Chapter 160 Changes Pertaining to Position Titles, Classification & Pay Grades.

Mr. McCloud: Thank you Mr. Cotner. This proposal has essentially 3 components. The first one is to make a 30 hour person for the clerk of courts office. I am proposing to add 10 more hours to make that a 40 hour week. That person already receives an insurance package. We are up about 60-some percent last year over 2012. There was 4241 cases in 2012 last year was 6732 so this additional 10 hours per week would address the additional workload that we are seeing in the Clerk of Courts. The Police Department clerks let me say while we probably most if not all of our employees are underpaid. These are the worse of the worst. If you have the ranges in front of you right now you will see that. The top number on our range is lower than the lowest number of other cities our size if that makes sense. Our range is \$13.91-\$18.78. Whitehall starts at \$21.82 per hour. We have a difficult time keeping help. We can get help but we can't keep help. The turnover gets expensive and the Chief can elaborate on this if he would like to but sometimes when we are down a clerk then that means an officer or sometimes a duty Sargent is actually doing clerk work aside just from the logistical issues near constant turn over creates.

Mr. Cotner: Mr. Mayor I do see the Chief up there so maybe he has a comment.

Chief O'Neil: Just to follow up on that currently we have 5 clerical positions within the department. We only have 4 of the staffed right now. We recently had a personnel change where one of our clerks became a dispatcher. Because we only have 4 and as the Mayor alluded to earlier, the case load in Mayors court is a direct representation of the amount of work that goes through our clerical office across the way so, for every case that is over there we generate paperwork and work for the clerks on our end. We don't have the ability to respond if for any reason there is an illness or vacation, we're automatically down another person. It's easy to fill spots when you're talking about patrol officers because we have 33 of them to draw from and then we can move people around to fill these voids. With regards to our clerks, we just don't have the man power to shift around and because of that either one of two things happens. The work sits idle until we're staffed adequately, which when you're talking about public records issues or preparation for Clerk of court paperwork, that's not an option, so we have to assign a person whose, I don't know if I want to use the term overqualified, but is certainly overpaid for that when you talk about a Sargent who has his regular duties and now he's trying to carry some

clerical workload and if it takes him into an overtime status, we're talking about a person that is making an excess of \$50 an hour to do this job. So it doesn't take too many of those days to figure out that we're not using our people efficiently unless we can staff this adequately. I hope this clears that up and if you have any questions, I'll try to field them.

Mr. Cotner: Do we have questions for the Chief on that?

Chief O'Neill: one more thing too, when the Mayor says we're talking about the worst of the worst, he's talking about the pay scale, not the actual employees themselves.

Mr. Cotner: Good point to clarify there. Anything else that you have on that Mayor McCloud?

Mr. McCloud: And then finally, Joe Taggart is our maintenance guy and there's really no one else that does what he does and when he's on vacation, when he's off and a chiller goes down or we have any number of things go wrong as this building ages, we have to call Joe. Sometimes if he can't get to it, then that means we have to hire an outside vendor and what we'd like to do is change the job description of the position below him to essentially make that an assistant so then that person can begin to learn the systems, the HVAC and the numerous things that Joe Taggart does so we're not in that bind from time to time and having to pay sometimes an outside vendor.

Mr. Cotner: Ok, anyone have questions on that piece of it or any other parts.

Mr. Clemens: this doesn't pertain to the subject we're discussing this evening because I understand it and I realize, but what I am thinking, and it does follow this in a way, I think it's time the Mayor or whoever does it, that we approve him to hire a company to have them maybe come in and pertaining to the position, titles, classification and paygrades of our employees, come in and do a study on it. I know everybody is underpaid, it's time to get it straightened up so we don't lose employees, have somebody come in, hire somebody to come in that does this and break down and pay these people what they deserve. I know it's going to cost us money, but we spend money for other things every time we turn around we bring something up, we approve it, I think it's time that we do this and that way we're not piece mealing it. We're doing a piece at a time I think. I don't know what it would cost us but I think it's beneficial really.

Mr. Cotner: is that something you can begin the process on?

Mr. McCloud: Absolutely, I would be happy to do that, yes.

Mr. Cotner: Great.

Mr. McGrady: IN addition to that, HR Sandra Boller and the other young lady from Civil Service, what they had in 1987 they had a pdq on position descriptions questionnaire that went out all employees. They gave a state spec of bottom line what they did, their position description on what they felt and turned that in and HR looked at that and put them in the proper category that may give.. I could send that to Sandra Boller and Civil Service as well.

Mr. McCloud: That would be great, thank you.

Mr. Clemens: That is something we have done many times. I think it's time we really get someone in here that, and pay these people what they deserve, because we're already discussing how they're underpaid, and they are and I'm sure we could come up with the money.

Mr. Cotner: Any other comments on this one tonight? 3 readings on this one just to get it moving forward? I would like to make a motion to send this to Council for its first reading. Second by Councilman Long. All voted "Aye" Motion carried.

ORDINANCE TO AMEND THE CODE OF ORDINANCES OF THE CITY OF REYNOLDSBURG, OHIO: Amending Subsection (a) of Section 953.01 "Water Rate Schedule" OF CHAPTER 953 WATER CHARGES AND DECLARING AN EMERGENCY.
(First reading 10/27/2014. Emergency passage requested on third reading).

Mr. Cotner: Any questions on this tonight? Then I'll make a motion to send this for its second reading, Second by Councilman Skinner. All voted "Aye" Motion carried.

ORDINANCE TO AMEND THE CODE OF ORDINANCES OF THE CITY OF REYNOLDSBURG, OHIO: Amending Subsection (c) of Section 945.02 "Rate Schedule" OF CHAPTER 945 SEWER CHARGES AND DECLARING AN EMERGENCY.
(First reading 10/27/2014. Emergency passage requested on third reading).

Mr. Cotner: Any questions on this tonight? Then I'll make a motion to send this for its second reading, Second by Councilman Clemens. All voted "Aye" Motion carried.

ORDINANCE AUTHORIZING MAYOR TO ENTER INTO CONTRACT WITH THE DISTRICT ADVISORY COUNCIL OF THE FRANKLIN COUNTY GENERAL HEALTH DISTRICT, and FRANKLIN COUNTY PUBLIC HEALTH for HEALTH SERVICES.
(Second reading 10/27/2014).

Mr. Cotner: Any questions on this tonight? Then I'll make a motion to send this forward to Council with a recommendation for adoption, Second by Councilman Long. All voted "Aye" Motion carried.

ORDINANCE AUTHORIZING MAYOR TO ENTER INTO CONTRACT WITH EMH&T FOR THE 2015 FURTH DRIVE WATERLINE REPLACEMENT PROJECT, APPROPRIATING FUNDS THEREFORE, AND DECLARING AN EMERGENCY.
(First reading 10/27/2014. Requests emergency passage at second reading).

Mr. Cotner: Questions/Comments on this? Then I'll make a motion we send this forward to Council with a recommendation for adoption as an emergency, Second by Councilman Clemens. All voted "Aye" Motion carried.

ORDINANCE AUTHORIZING MAYOR TO ENTER INTO CONTRACT WITH EMH&T FOR THE 2015 EAST BROAD STREET TANK IMPROVEMENTS PROJECT, APPROPRIATING FUNDS THEREFORE, AND DECLARING AN EMERGENCY.

(First reading 10/27/2014. Requests emergency passage at second reading).

Mr. Cotner: Questions or Comments? I'll make a motion we send this forward to Council for its second reading with a recommendation for adoption as an emergency, Second by Councilman Skinner. All voted "Aye" Motion carried.

ORDINANCE AUTHORIZING MAYOR TO ENTER INTO CONTRACT WITH EMH&T FOR THE 2015 BRICE/RIDER & CREST/NIMES AREA SANITARY SEWER PROJECT, APPROPRIATING FUNDS THEREFORE, AND DECLARING AN EMERGENCY.

(First reading 10/27/2014. Requests emergency passage at second reading).

Mr. Cotner: Questions or Comments? I'll make a motion we send this forward with a recommendation for adoption as an emergency, Second by Councilman Skinner. All voted "Aye" Motion carried.

Adjourned at 8:02

Finance Committee

- - -April L. Beggerow, Clerk of Council

November 3, 2014