

MINUTES COMMUNITY DEVELOPMENT COMMITTEE MEETING
REYNOLDSBURG CITY COUNCIL
October 7, 2013

Members of Community Development Committee present: Leslie Kelly, Monica DeBrock, Scott A. Barrett, Cornelius McGrady III, Mel Clemens, Barth R. Cotner, Chris Long. President of Council Doug Joseph was also present.

No Meeting Scheduled

Community Development
- - -April L. Beggerow, Clerk of Council
October 7, 2013

MINUTES SAFETY COMMITTEE MEETING
REYNOLDSBURG CITY COUNCIL
October 7, 2013

Members of Community Development Committee present: Chris Long, Scott Barrett, Leslie Kelly, Cornelius McGrady III, Mel Clemens, Barth R. Cotner, Monica DeBrock. President of Council Doug Joseph was also present.

Temporary Chairman Long called the meeting to order at

Approval of the minutes held 7/15, 9/3, 9/16.

Mr. Long: you have July15, September 3, and September 16 in front of you.

Mr. Barrett: The minutes from September 16, has a couple of errors in it, regarding our code enforcement discussions, they have me logging in, me and Mr. McGrady mixed up, I don't know how to correct that sort of... any suggestions you would have.

Mr. Long: Mr. Joseph, you have been here in the past when there have been errors on the minutes.

Mr. Joseph: Do you know the specific errors?

Mr. Barrett: I have a pretty good general idea, yeah.

Mr. Joseph: if you can cite the sections and indicate what the correction is, that will go into the new record.

Mr. Barrett: should I provide that in writing to the clerk?

Mr. Joseph: well you can do it now unless it's a significant section...

Mr. Barrett: its significant yeah.

Mr. Joseph: you can cite from page to page if you want to do it, we can't approve them if.. we can hold that particular one if you'd like...

Mr. Barrett: I would suggest holding it.

Mr. Joseph: Ok.

Mr. Long: Ok, then what I'll do is I'll make a motion that we approve the minutes of 7-15 and 9-3 and we hold the minutes of 9-16 until we receive Councilman Barrett's changes. Any second on that? Second by Councilman McGrady, all voted "Aye", Thank you.

Item number 4 is Discussion: Preliminary legislation and consent for ODOT repair and resurfacing project for SR 256 parcel id: 92960 and declaring it an emergency. Mr. Burd.

Mr. Burd: Thank you Chairman Long, members of council, I received a call last week from the Ohio Department of Transportation requesting that we consider and pass ** legislation for a repair and resurfacing project they are planning to do on State Route 256. The work is going to start at the Fairfield County line which is just south of Farmsberry Drive, it's going to then proceed through Pickerington. Legislation basically says that we give our consent for them to do the work in the city, that we will cooperate with them on any utility or right of way issues that may arise which, of course we will. The city attorneys have reviewed the language Pickerington approved their version of this document last month and we're hoping to approve this and get it back to ODOT soon. I would be happy to answer any questions you may have.

Mr. Long: And you're OK if this goes three readings?

Mr. Burd: Yeah, it can, they intended to send this to us in July and they sent it to an incorrect email address so we didn't get it in July and when they called to check up as to where it was, I told them I didn't know what they were referring to. So they sent it on Monday of last week and have not asked us to deviate from the typical legislative process. They have asked that it be an emergency when it passes so they can get it filed with Pickerington and move forward with the work.

Mr. Long: Ok. Any questions from members of the committee? Members of council? Hearing none I'll make a motion that we send this forward for its first reading as an emergency, can I get a second? Second by Councilman Clemens, all voted "Aye".

I'll end the safety committee meeting at 7:34.

Safety Committee

- - -April L. Beggerow, Clerk of Council

October 7, 2013

MINUTES SERVICE COMMITTEE MEETING
REYNOLDSBURG CITY COUNCIL
October 7, 2013

Members of Community Development Committee present: Mel Clemens, Cornelius McGrady III, Barth R. Cotner, Chris Long, Monica DeBrock, Scott A. Barrett, Leslie Kelly.

President of Council Doug Joseph was also present.

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

Approval of Agenda.

Approval of the minutes held 7/15, 9/3, 9/16.

Item number 4, discussion, liquor permit request, transfer from LS Reynoldsburg dba Las Margaritas, to Nasty's Reynoldsburg LLC dba Nasty's Sports Bar and Grill 6150 E. Main Street, and patio, 43068. Chief?

Chief O'Neill: Thank you Chairman Clemans, members of council, officer (inaudible) conducted this investigation in case you are not familiar with this location, it's at the far west end of the city operating up until recently as Las Margaritas, they are going to change this over, the new owner is well established as far as liquor control is concerned, he operates Adobe Gilla's in Easton, one in Dayton and Ugly Tuna Saloon on campus so he's familiar with the way liquor laws function, he's got no record as far as violations through liquor control and should not affect the area any more than the previous tenants so we saw no reason to appeal this application.

Mr. Clemens: Thank you Chief. Are there any questions pertaining to this item? If not we'll let it go. Next item is discussion liquor permit request, transfer All Town Market, Inc., dba All Town Market, excludes adjacent units, to (inaudible) Investments, LLC, dba All Town Market, 7147 E. Main Street, Reynoldsburg, Ohio 43068.

Chief O'Neill: Thank you Chairman Clemans, members of council, this investigation was conducted by officer Love and was finished up earlier today. This is the establishment directly across the street from here. There's going to be no change in the way they do business it's just a transfer of the permit from one owner to another, it shouldn't have any effect on the community other than what's going on over there right now. We see no reason to appeal this one either.

Mr. Clemens: Thank you Chief. Are there any questions for Police Chief pertaining to this subject? If not we'll just let it stand as is. Thank you Chief.

Chief O'Neill: Welcome

Mr. Clemens: Next item is approval Special Use Permit 6748 Main Street, proposed use, Child Care, (inaudible) Redd Consulting, Kim Mekanik, added 7-8-2013 regular council agenda.

Please give your name and address and speak into the microphone if you would please.

Kim Mekanik: Kim Mekanik, Redd Consulting, 6475 E. Main Street, East Main commerce center in Reynoldsburg.

Mr. Clemens: We had discussion on this before and we had the (inaudible) here, the permit's in their name, but they answered the questions that some of us needed to know. Yes, Council woman DeBrock.

Ms. DeBrock: I have a question, one of the big concerns we had was on the outdoor play area and the drawings that were submitted in our packet had a dimension of 12 feet outside of the entrance for the play area and that area is less than 10 feet and then you have to include the dimension of the wood fencing that is has so, the dimension is off substantially.

Kim Mekanik: I would probably have to go out there and re- I mean (inaudible) taken from some original drawings, might have to go back out and..

Ms. DeBrock: So there is a substantial amount of area that is not in that space. It's a very tiny space, it's not 12 feet.

Kim Mekanik: Ok. We may be able to do like a smaller sidewalk going along the building there, right now it's showing a 5 foot walk that doesn't exist, that would be new. Like I say I'll have to re-verify exactly what's back there as far as that grass area.

Mr. Clemens: I think there was a question also pertaining to on the light posts, are you going to have...

Kim Mekanik: We're going to have, we plan on, we actually have, regarding light post and the access gate to the mechanical courtyard, we would propose to remove the light posts and just put wall pack light fixtures on the building itself and then we would, there is an existing gate to that mechanical courtyard, we would relocate that gate so it wouldn't be off of that play area, it would be off that sidewalk next to the vacant car wash building.

Mr. Clemens: So it would open out instead of in is that what you mean? Or am I looking at the wrong drawing?

Kim Mekanik: Um, well, it doesn't show actually, the gate doesn't show up at all on the previous drawing so, but right now if you would look at the pictures, you would see that gate if it was left, looks like its in the play area, but we would move it.

Mr. Clemens: Councilman McGrady?

Mr. McGrady: Yes, on the play area, I think there needs to be a point of clarification because previous discussion was that you would, the young lady that was speaking before, was that they would transport the kids to a playground. I'm just putting that out, ...

Kim Mekanik: And that may be, I'm not part of operations and she would be handling operations and would have to verify that for you.

Mr. McGrady: it wasn't a trick question..

Mr. Clemens: Can I ask a question? There's been maybe I've lost count. There's been different people here all of the time, who actually owns it and is going to run it? Is that you?

Kim Mekanik: No I'm the architect, the.. Ms. Sanders and Ms. Howard who were here last week are the actual operators of the child care.

Mr. Clemens: ok.

Ms. DeBrock: Now I have a problem, as an architect myself, that the dimensions were not dimensions were not dimensions that were actually verified and that these dimensions are the dimensions being used as the applicant to get a daycare license to get it approved. So I'm, I see so many problems with this application.

Mr. Clemens: Are there any other questions pertaining to this subject. If I remember right, this is back to us from a first reading.

Mr. Joseph: No we've had 2 readings on this.

Mr. Clemens: Ok we've had 2, it didn't say on here, I couldn't remember what it was. If we send it on for a third reading, could you bring information on how you're going to change the fence.

Kim Mekanik: Oh absolutely, Yes.

Mr. Clemens: and then if it feels approvable by Councilwoman DeBrock, why then we could pass it. Would that...

Ms. DeBrock: We would need to see the verified dimensions along with the depth of the fencing so that the actual play area that is usable for the kids is dimensioned out along with the square feet.

Kim Mekanik: Ok, I understand.

Mr. Clemans: Do you have a question?

Jason **: I'm Jason (inaudible) with the ownership of the building. I'd like clarification on what number of reading this is because we're just as confused as anything.

Mr. Clemans: You can talk in the microphone please.

Jason **: What reading are we actually on because we've had just so many readings that the third party, the consulting firm couldn't...

Mr. Clemans: as of this date we've had 2 readings, we would be sending this to council for the third reading and final vote.

Jason **: this is not the third reading?

Mr. Clemans: No. this is committee.

Inaudible conversation

Mr. Clemans: its goes to council for first reading, comes back to committee, goes for a second reading, comes back to committee, if we send it on for final reading next Monday night, that would be the final vote.

Jason **: With all due.. we're here in this community, we need to figure out if we can do this or not.

Mr. Clemans: I think... inaudible

Jason **: The tenant is ready to move on elsewhere if that's the case.

Mr. Clemans: That's not our problem, it's yours, the question was.. we'll come back next Monday night. Answer the questions asked by Councilwoman DeBrock and that seems the only question that needs to be answered.

Mr. Joseph: Correct, I mean if we don't have the answers, you don't have to approve it and if you have the answers you can approve it.

Mr. Clemans: That's right.

Jason **: So the answer is an architectural issue is one of the remaining issues for next Monday's meeting.

Ms. DeBrock: and whether or not it meets the requirement for your client. It's not just an architectural issue.

Jason **: In some respect we'd rather just have a No after a certain period. I mean, send all the tenants on that want to be along Main Street, send them packing somewhere else, that's where this is goin'. We moved our operation here, we own Main Commerce, we own, it's just, it's very difficult. Very difficult place to do business.

Ms. DeBrock: Do you understand that we've received information that was not, did not have verified dimensions and that you want us to make decisions upon that?

Jason **: and I'm the landlord, one of the landlords, if the architect.. I'm as confused as can be, and we've done this a few times as to what this board or council does. Is it the job of the council to review plans whether something is 8 or 10 feet or to say the dimensions may be off can you correct it. I mean, we'll do what's right but..

Mr. Clemans: Let me correct this. This is special exception use permit to be approved it comes to council, is brought back to council for a vote, that's where the vote comes from period. She asked you a question, bring in the correct measurements, do that next Monday night and we can maybe have the final vote. Are there any other questions?

Kim Mekanik: The tenant had proposed that she use the existing grass area and that's what we went with. I also thought we had the correct dimensions I will re-verify them and make sure that it, that I what I have on here is what's you know, what you know it to be. As far as the tenant goes we were presenting , you know she's expecting to use that particular area for her play.

Ms. DeBrock: That was the understanding that we had, that, we prefer playgrounds next to the daycare, not being, working a deal out, taking them off site.

Kim Mekanik: Right and I mean I, and we even added an extra door and stuff to make sure she could be right there on site. I know it's not a large play area, but I think she brings kids out in small groups so I kinda followed her lead somewhat on her needs.

Mr. Clemans: yeah. I'll make a motion that we send this to council for third reading for a vote of approval if the correct measurements are.. we have a second? Second by Councilman McGrady. All voted "Aye" motion passed.

Meeting adjourned at 7:47 p.m.

Service Committee

- - -April L. Beggerow, Clerk of Council

October 7, 2013

MINUTES FINANCE COMMITTEE MEETING
REYNOLDSBURG CITY COUNCIL
October 7, 2013

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

President of Council Doug Joseph was also present.

Chairman Cotner called the meeting to order at 7:48 p.m.

Approval of Agenda.

Approval of the minutes held 7/15, 9/3, 9/16.

Mr. Cotner: Discussion regarding council appointments for Planning Commission this item was held back on April 1st and subsequently held many times, we still have 1 appointment that is needed, I do see some new faces this evening so we'll ask again, we are searching for an Independent member of the community that would be willing to serve on planning commission, if interested see anybody on council or our clerk. Anyone else from council have comments on that item? By independent that is your party affiliation, your voter status, not independent thinking, so just to make sure we're clear on that.

Mr. Joseph: Mr. Chairman if I may, if people aren't sure then they can submit their name and we can check that out.

Mr. Cotner: Yep, very good. As you can see it's been held for quite some time, we'll do what we can to try to work with someone to get them into that position and verify their eligibility. If you know anyone at all interested in finding a way to get more involved in the community, please see someone. Ok, then we will move on to item 5.

Discussion: Request to secure Strand & Associates Inc., as our engineering firm for the 319H nps grant project, appropriating \$21,000 from the unappropriate CIP fund to account 410.000.0139.5602 and declaring it an emergency. Mr. Brown.

Mr. Brown: Thank you chairman Cotner, members of Council, committee agenda is a bit off, the money has already been appropriated, we are just asking for you to authorize the Mayor to enter into a contract with Strand & Associates to provide services for the scope of work attached in your legislative requests regarding the 319 grant. (inaudible) scope of services a memo as well as tried to secure the engineering firm, we went through that process through a quality based selection, we received 2 firms back, felt really strong about Strand & Associates as far as in their LOI they proved that they've done 4 projects very similar to what we're trying to do over at the senior center. So that's the reason we went with this firm. We feel real good about them. I brought with me tonight Chris Ruggles from Strand & Associates if you have any questions regarding the scope of services.

Mr. Cotner: Thank you. Do we have questions for either of these gentlemen? Comments? Nothing at all? If no questions or comments than I'll make a motion that we send this forward to council with recommendation for adoption as an emergency. Second by Councilman Barrett. All voted "Aye" – motion approved.

Discussion: Requesting to unappropriate \$5,000 from account # 110.571.5102 wages and staff to appropriate to #110.571.5339 miscellaneous contract services to cover contract services for temporary staffing and declaring it an emergency. This came from Council President Joseph, comments Mr. Joseph.

Mr. Joseph: Yes, Mr. Chairman, I received communication from Sandra Boller about 8 or 9 days ago indicating we were close to exhausting the funds set aside for temporary staffing for the Acting Clerk of Council. We need to move some money in order to continue to pay her while she's here and to take care of existing invoices and this was the amount she recommended we do.

Mr. Cotner: Questions for Mr. Joseph or comments at all on this issue? Yes Councilman McGrady.

Mr. McGrady: Just protocol question. Do we not need to do a motion by council to bring Jodi back?

Mr. Joseph: No, I don't believe so.

Mr. McGrady: Because when she left, do we not.

Mr. Joseph: We had no motion when we brought her here in the first place. Since it was an acting council clerk position, I authorized that.

Mr. McGrady: yeah I remember when council gave...right.. my same question is I though we need to present the authorization again to bring her back officially through council.

Mr. Joseph: It was vague enough that I don't believe it was necessary. Could the City Attorney comment on that? I mean I don't have the exact document but it did not specify a time so I don't believe we would have needed to do another one.

Mr. McGrady: I just want to make sure our T's are crossed and I's dotted is all.

Mr. Hood: I don't remember. I'm sorry. No one's brought up to me a concern. I know Jodi has been here for a while now.

Mr. Joseph: Since there was no dates affixed to it would that not imply that no additional..

Mr. Hood: The most perfect way to do it would be to do another resolution, because the first one allowed the president to hire an interim clerk which you did, and then her employment then

ceased once you hired a permanent clerk and then, council tried to act to bring an interim clerk in the days where we had no one working in the clerk's office. So I understand the expediency and the need for it, I think its something that could be cured with a resolution but I'm not saying no harm no foul, but I don't know that it's a large issue, but in a perfect world we probably should have called an emergency meeting and passed a resolution allowing the president to hire another interim clerk who happens to be the previous interim clerk.

Mr. Cotner: So on the main item, questions about appropriate the funds for the contract? Then I will make a motion that we send to council for recommendation for adoption as an emergency. Second by Councilman Long. All voted "Aye" Motion passed.

Discussion: Parks and Recreation department have received sponsorship moneys from local business and organizations to appropriate sponsorship funds into accounts 110.340 with accounts totaling \$12,124 and declaring it an emergency. Mr. Brown.

Mr. Brown: Thank you Chairman Cotner, members of Council. Again, simply asking you to appropriate these funds into the account as detailed in the memo attached. We've been working with some organizations in the city, businesses, just excited about these funds supporting our programs and activities. Any questions?

Mr. Long: I have a quick one. Are these in addition to the funds you've raised before?

Mr. Brown: Correct.

Mr. Cotner: Any other questions or comments? Mr. McGrady.

Mr. McGrady: So the other funds are already expended as well? That's you've raised?

Mr. Brown: yes through this process the idea is to raise the funds and be able to spend them so they don't go to the general fund and we've been able to make that process work. It's important that when somebody sponsors us, that that can happen.

Mr. Cotner: I would like to make a motion to send this forward to council with a recommendation for adoption as an emergency, second by Councilman Barrett. All voted "Aye" Motion passed.

Discussion: For City Council to amend chapter 160.02(a), this will allow City Council to employ one full time assistant Clerk of Council currently City Council is authorized to employ 2 part- time assistants. This would change would consolidate the 2 part time positions to 1 full time. Comments, questions, issues on this?

Mr. Barrett: I think this is a bit premature, the change in position, I'm not sure we know what we need yet, the position has gone without real review or refinement, there's a tremendous amount of modernization that needs to happen within the position. I don't think we need to commit to a full time position, particularly at this stage until we get someone in and get them

acclimated and take a look at what the real duties are going to be moving forward. I appreciate the need I think we refer to it a little bit as having a bull pen, having someone ready to step in, but again, until we have a better understanding what the core duties are of this position moving forward, I just don't think we need to make that commitment. I'd be against it moving forward.

Mr. Cotner: Ok. Other comments tonight?

Ms. DeBrock: I'm on the other side. I believe we need 2 people in there, we had one and a half, there were things that needed to be done, they knew they needed to be done but they couldn't they didn't have the time. Modernization or not, there is still human activity that has to be done. I am appalled a city of our size does not have current codes online, that we cannot find current legislative activities that have occurred, that is appalling. So I propose that we move ahead and we do put 2 people in this office.

Mr. Cotner: Councilman McGrady?

Mr. McGrady: It's a balancing act for me. I understand the need for the assessment, but I understand I can see the second person but as a part time not a full time. Now let's go back to the needs, let's look at it from the stand point as I said before we've operated since my election 2012, with a full time and a part time and I understand the bull pen methodology. But I like to see that bull pen methodology billed as a progressive tool for say if the incoming clerk decides to find something more lucrative. This way we have the part time in there not expending an overlap or incurring a down time because we really don't understand what the needs are if it will support 2 full time personnel, the only thing in my mind right now I'm looking at the additional hospitalization costs that we'd incur on this full time individual. That's one then two is there enough work to accommodate 2 full time employees.

Mr. Cotner: President Joseph.

Mr. Joseph: Thank you, Mr. Chairman. First to address the part time vs. the full time. I probably interact with council staff a little bit more than probably most at least during the week I know, all the chairs interact with council staff when dealing with individual pieces of legislation. But one of the things that we did not have for several months are minutes. The reason we didn't have our minutes is because there wasn't enough time for one person in the office to get them done. Simple as that. So at very minimum we need one and a half for this office. And that was when we had a clerk with 26 years of experience that knew where everything in that office was and could find it in 5 seconds vs. a time now where we're going to have a clerk that might take 3 or 4 times as long to accomplish the same job. This had to be outsourced otherwise we still wouldn't have these minutes tonight. So I think at minimum we definitely need a part time. Now the question is, what's better, a part-time or full-time? One of the reasons why council hasn't had our minutes approved, we had mistakes in the agenda, we didn't have a continuity arrangement in our clerk office. When we had our full time person retire, the part time person had no interest in being full-time and quickly resigned afterwards, the original idea behind this was that with the new person, they aren't going to have the same efficiency of our former clerk, Mrs. Frazier. Having a second full time person would give our office the ability to function

probably at the same level it was functioning before with the added benefit that if we do lose our clerk again in the future for some reason we won't be paralyzed as we've been for the last 2-3 months because of working with temporary people and outsourcing and just lunging from issue to issue. If we were to lose our clerk, in the future, we would have an assistant clerk that could step in day one and immediately handle the position. A part time person will not bring in the same kind of quality that we'd be looking for I think that it's clearly within the range of what's expected for the city to have a city of this size to have a council office that is responsive to all of the departments in this city and to the public. So my view is that at minimum we've got to have at least the part time, I think that if council does not want to move forward with the full time person now, obviously we could still hire a part time. Does it solve the longer range issues that we had previously discussed that it would be in the City's best interest and Council's best interest to have somebody in the number 2 slot that could step in day one so we are not in a paralyzed situation as we have been. So, my view is that I think it would be positive for us to move to the full time position, but either way council has to make the decision because we can't advertise for anybody until we know if it's full time or part time. And we really need to have that second person in the office as soon as possible frankly because, again, the duties are going to be such that we're going to have to continue to outsource for minutes and things like that while the new clerk is learning the position, we're just not going to have that efficiency and speed of someone that has been here 26 years. So that's my view, that regardless of what we do we do need to make the decision and move forward with that. Thank you.

Mr. Cotner: Thank you President Joseph. Yes, Mr. Barrett.

Mr. Barrett: That thinking, while I appreciate it, is exactly what we've done as a city the last 20 some years. You talk about outsourcing minutes, and transcription methods and they're as antiquated as anything else we do. Every week we put out mounds of paper because we don't file anything electronically. How many of your businesses do the same thing? We can't frivolously spend money for something we don't even have a good assessment on. The paralysis you speak of is absolutely self-induced by the practices of this council over the last 20 years. Frankly it's lazy. No one has wanted to step up and say I own it. We don't have a job description, if we have 2 people in this position now, we've got the blind leading the blind. That's the last I'll speak on it but I'll tell you, it's inappropriate to move forward until we actually know what this position should be. Going on printing on all of this stuff every week, having the police department deliver it, that's just ridiculous. What's the cost to the city? We're sitting here trying to get this infrastructure fixed and hold property values and make this place safer and we can't even be efficient. That's all I got.

Mr. Cotner: Yes.

Mr. Joseph: I just wanted to comment. We previously hired a new clerk. And the reason she left was she was overwhelmed. I would hate to see us lose another clerk because she's overwhelmed because again, there is a major learning curve for whoever would get this position, and as I've said before, we've been down this road before we've hired someone, she stayed 5 days and she left. I would hate to see that happen again because we are not willing to put people in our council staff office in a supporting roll just because maybe technology is the answer. I think that

is a real risk frankly.

Mr. Barrett: We're just throwing someone into this role and walking away. Frankly I mean don't get me started, you should be leading this. You in particular should take ownership of training these people and getting them on board and making sure we've got a viable job description in place. In my opinion it's what the council president would do.

Mr. McGrady: One recommendation is to leave Jodi on to facilitate the transition for the new clerk.

Mr. Joseph: Again she's in an acting clerk capacity, she's not a city employee, she is a contract employee right now, obviously council can make a decision on what to do in that regard. That's been talked about before, but again a decision has to be made as to whether it's a full time or part time position and if we're going to leave it as it is now, then make a decision if we want to advertise for a part time person or move in that direction or moving in the direction of a full time position because of the bigger issues of what we discussed in the past of continuity, if we lose a clerk and we want to have a level of readiness in the office I frankly don't think we had with one full time and one part time in the past otherwise I don't think our assistant clerk would have up and resigned 2 weeks after we lost our clerk.

Mr. Cotner: I think that we were managing with a clerk that had been here for 26 years, she had 2 assistant clerks for quite some time then down to 1. I think at least we should have an assistant clerk on a part time basis right now. In a perfect world, we probably should have another full time assistant clerk and be moving farther along but, I think that's part of our challenge that we're facing in the coming month. There's a lot of positions in this building that I'm certain the mayor would like to see filled and a lot of staffing that we should have that the city doesn't have and unfortunately on our wish list I don't think this is something we should try to push on a full time position at the moment. I do think that one part time would be very beneficial to getting something stable in the clerk's office for the time being and it can always be increased if we see the need, I can't see how there wouldn't be a need for at least a part time. I'm sure a part time position in there for at a minimum the transcription services we're outsourcing, it just seems there is more need than just for one person. That would be a very viable way to look.

Councilman Clemans.

Mr. Clemans: My wish list is to have a full time. We need somebody that's backing up who we're hiring and to help out. The work is there, it's not going to be electronics, I can tell you that right now, I don't mind the policemen dropping mine off because he's in my neighborhood and that's where he's supposed to be and my neighbors are always happy to see him stop there. So to me it's not a problem. I happen to be one of the lucky people, I don't have the internet so I don't have to listen to you guys going back and forth. I get a hard copy and what I want to read I can throw it away. What I'm saying is, I've been around a long time and I know what the clerk has to do. It's just not sit there or come out here and speak like this to us and take minutes and so forth, we actually do the minutes, our other boards send them out. We got all kinds of secretaries but they don't do it they send it out and have it transcribed that's why we get it late. Nancy has always worked it and with assistance and always kept busy. She's got a room full of

stuff in there that this clerk is going to have to learn and she's going to have to help or we'll be in the same situation we lucked out because all of us was here and nothing was being done in that period of time. It wouldn't be like that if it had been in September, or in May. We'd have lost a whole month and further, we'd have nobody to pick up (inaudible) hired as a part time that could have took over and handled it when Nancy was gone. We had a full time person once that could would have still been here and probably been the clerk now that she left, that person is deceased. Nancy tried to fill it with 2 positions, she had 2 most of the time and finally one 2 months ago retired. I (inaudible) we are a city council and we do control what goes on as far as our own department is concerned. I think that we should follow up (inaudible) wait a few weeks and send this on as a first reading and talk about it that's fine. But it's something that should be talked about really. Because when we start talking about electronics and stuff you gotta start telling me what it is. Because I don't know what you're talking about. I do know (inaudible) goes to everybody and it's here and it's a record and I got a stack of it and Nancy has a stack of it in there. We should at least move on and talk about it. I think it should move on to first reading doesn't to pass but it gives us time to think about it. It really, talk to the person that's taking the job when she gets in here, but we don't have to do something immediately but I'm up for a part time position, as far as saving for health care, that doesn't really bother me any. I think that it's a benefit to get health care but I think that part time wouldn't help us at all, we'd be back in the same situation if something would happen. That's my feeling. Move it on and consider it. Just let it hang in the air, you gotta move one way or the other, either forget about it or do something, I mean we can't just always kick things around we gotta do something. I'm tired of listening about it.

Mr. Cotner: Councilwoman DeBrock.

Ms. DeBrock: I'd like to reemphasize the importance of getting our information out on the internet. I understand that Mr. Clemans is not a fan of the internet but I think for most of the citizens of Reynoldsburg the internet is the way we get our information. If you have concerns about a neighbor and you want to check to see whether or not we have ordinances or legislation on a topic we should not expect our residents to have to come between 9 and 5 to ask a clerk what the latest legislation is for Reynoldsburg. We need it online that is something that 1 and a half staff members with a lot of experience could not do. They wanted too, they did not have the time to get it our information on the internet. I think that is something that needs to be discussed. 1 and a half experienced people could not get the information out to the public.

Mr. Cotner: Councilman McGrady.

Mr. McGrady: Just one final thing and I'll close today, one of the things I found out last year was that when I asked for a document, Nancy was not there and I asked the current clerk just to email me the document. The young lady said I do not know how to use the computer. So that may have been one of the short comings within the office so you only had one individual operating; computer savvy if you will. So let's go back to the part time coming in (inaudible) some type of training program for this individual and expectations of the qualifications to come in. Electronic communication, needs to have some kind of background in that to assist the clerk in their absence- ok this info you need to push out. So I think that because the individual that

was in there was limited, with their experience, slowed the process in deliverables to council.

Mr. Joseph: I just want to make one additional comment, just to respond to Councilman Barrett's comment about the president of council training. I appreciate that and I've tried to spend as much time as I can with the acting clerk, the previous clerk but like a lot of us up here, I do have a day job and I'm a part time employee just like everybody else up here. I've spent a lot of time with them in person, on the phone, trying to walk things through whether it was preparing agendas, I've even said that in the event the clerk's not here I'd personally come in here on Thursdays and Fridays to make sure that the documents get out to you all so you have the information you need. So I want you to know that I have done my utmost to work with our temporary and acting staff to make sure everyone up here has the information you need to make decisions. But like everyone else up here, I can't just come in here 9-5 Monday – Friday, I don't have that flexibility just like you don't Mr. Barrett.

Mr. Cotner: Other comments from members of council? Ok thank you for your patience again humor us with your name and address for the record.

Carrie Kosta: sure Carrie Kosten, 6550 Old Mill Run, I had a couple of different comments to make. My first question is in the hiring process for the clerk and assistant clerk, are you going through any kind of company that is vetting these people for office skills because if that's not happening that's a huge waste of money in my opinion. That's basic, that you would go through someone that would vet your candidates to make sure that they have Microsoft Office skills, make sure they use e-mail. Is any of that happening right now?

Mr. Cotner: We received, I don't remember how many resumes we received but they came through the Mayor's office, through the HR/Mayor's Secretary, and then came down to us. We all then reviewed them so no there was not a filtering out, there weren't hundreds of resumes that we received so it was pretty clear for all of us that have gone through hiring on our own personal lives and businesses, we were able to go through that individually and look at some of the qualifications we were searching for.

Mr. Joseph: and Mr. Chairman, just to add to what you said, there was a job description of minimum skills and abilities and it weeded out a lot of people right off the bat. We had 41-42 applications and a lot of them were not even considered because they didn't contain those bare requirements.

Carrie Kosta: But you are taking those people's word for it, that what's on their resume is what they can do correct? I'm not being critical...

Mr. Joseph: We have researched applicants to find out, we've talked to references, things like that, to find out exactly their abilities, we've done that.

Carrie Kosta: Ok. My second comment is, I'm going to shock everybody, I agree with councilman Barrett 100%. I think if you're going to base this need on what has been done by someone for 26 years, and it did not involve any electronic anything what so ever, I think this is

a very premature decision. I will tell you that as far as getting codes etc. online, I decided my bill cabinet was too full and went out and bought a scanner and within a weekend, my entire file cabinet was gone and it wasn't anything exciting. And I'd be willing to bet that there are a lot of people in this room that have done the same thing. So if we're taking those steps and we're talking an office full of paper, I gotta tell you, I've worked at a job where I've walked in cold and was told that the person doing the job was just way too busy and couldn't get any projects done and within 6 months I had replaced 2 people and we had taken their 6 hour processing down to 5 minutes because they literally were following something that they had been told to do for years and years and nobody looked at what they were doing or how they were doing it and I'm not suggesting that any of you do that but I guess had we considered hiring a consultant perhaps on a temporary basis and then maybe hiring that person full time? That's what most IT businesses are doing. What value are they bringing to the job. That's all I'm hearing here, the minutes aren't getting done. That's not justification for a full time salary and health care benefits is it possible we just don't have the right person in? Are we not using a process that's efficient? There are all kinds of answers here and I'm wondering who's looking at the person doing the job. I think you hire someone in who's qualified through a company, a consulting company, you bring them in, you try them for 6 months, if they don't work out then we outsource the minutes and keep looking. Because someone leaving 2 weeks after the job's been posted is not a validation for hiring 2 more people. I'm sorry, it's not. There are a whole host of reasons why that person could have left and I understand your frustrations but business are out there making these decisions every day with less and less people and I know because my company just lost 5 people we couldn't afford to lose last Friday. I think we need to be more pro-active and we need to use the skills we have on this council to find somebody who can do the job and who can bring us up to date and who's going to use the internet, and I'm sorry Mel to tell you, we can still drop the meeting minutes off to you but my God come on, the rest of us are on Facebook and talking and it's no excuse for keeping this process for how long.

Mr. Cotner: There's always room for improvement.

Carrie Kosta: I have people I can refer you to and this is the way they do business on a regular basis and it would give you a chance to vet a person first before you bring them in. I'm done, thank you.

Mr. Cotner: Thank you very much for your comments.

Mr. Joseph: I'd just like to point out that the assistant clerk, former assistant clerk, didn't just sit in the council doing minutes all of the time. She did all kinds of duties that were delegated from the clerk. That included dealing with the public. That included dealing with public records requests, other department heads, and legislation preparation. It's not a thing where we're going to just hire a consultant. It has to be somebody that understands municipal government, understands how the legislative process works, we've cast a wide net and its not like we got 100 people where somebody just said man we just can't decide among 100 people. It was always a small list of people. So the idea of that we can function, council lost 100% of our people and we had to get someone that had to learn the job day 1. So if we had 25 people in the council office and then we lost 5 people, I could understand your argument but when you lose 100% of your

people, I don't think your office could have functioned with nobody that understood what was doing on day 1. I think that's a major difference there.

Carrie Kosta: (inaudible)

Mr. Cotner: Thank you. No question there is room for improvements there's municipal sector, private sector, we can call do better, I think that's where we need to start with this issue. We have to look at it I agree with you 100% we have to look at the best way to do business. I agree. I appreciate the constructive criticism I think that's how I hear it as, there's ways to look at things differently I think that's what we always have to do look at things differently.

Name for the record sir.

Gary: My name is Gary (inadible) at 1741 Graham Rd. I just want to say we didn't scare the heck out of this young lady down here. I welcome her to city council and I hope she has a good tenure with you guys.

Mr. Cotner: Give em our best foot forward right? Our current clerk is itching to share a few words that may be useful for us.

Ms. Penzone: I have been doing the job since August 5th. It requires a lot of learning so the permanent clerk so the permanent clerk is going to be consuming time learning how long things need to be filed, kept on file, where the assistant I would think would help her with copying, other things. Mr. Long came in on a Friday evening and saw me working my tail off literally and I had mentioned to Mr. Harris this morning about the use of paper, the waste of paper and I said to him is it a possibility that we could put it online and that those who could, could read it online. I agree with making a ridiculous amount of copies but I can tell you right now from doing this job that it does take 2 full time people.

Carrie Kosta: I have a quick question for you, because it was my understanding that the previous clerk of 26 years had her own ways of doing things. How much of your learning process is being impeded by the fact that you're not only learning the processes of how municipal government works but also trying to figure out the backlog and prioritize things the way Nancy did them? Is it learning Nancy's system or is learning the process as a whole.

Ms. Penzone: No, it's putting together a more efficient system.

Carrie Kosta: that makes perfect sense to me.

Ms. Penzone: but believe me I would rather come to work and be busy, some people would rather come to work and sit. The only time I ever had insomnia in my life is when I didn't have anything to do.

Carrie Kosta: I understand that feeling completely. I guess my question though is, is that going to be a recurring thing? As you come up to speed and as you start making these processes more

efficient if we're not making copies for hours hours and hours, and we can get it online, do we still need that person.

Ms. Penzone: it's the little pieces that, ok we put it online but its the little 5-10 minutes, half hour that eat your day up.

Mr. Cotner: So again I..

Carrie Kosta: I hope I did not come across as you're not doing your job and that's why we're having this discussion, because that's not at all...

Ms. Penzone: I don't have a problem with that.

Carrie Kosta: I'm just concerned we're not looking at the problem as a whole.

Mr. Cotner: Thank you. Alright any other comments from Council?

Mr. Joseph: Mr. Clemans has made a suggestion that we send it to council for first reading and that way we can continue the debate. I agree.

Mr. Cotner: Ok, so Mr. Clemans, you making a motion then?

Mr. Clemans: yes, I'll make a motion.

Mr. Cotner: alright we're making a motion to send this to council for a first reading, do we have a second. Second by Ms. DeBrock.

Roll:

Ms. Debrock: Aye

Mr. Barrett: Nay

Mr. McGrady: Nay

Mr. Clemans: Aye

Mr. Cotner: Aye

Mr. Long: Aye

Mr. Cotner: We will send this forward for a first reading and see where we go from there.

Meeting adjourned at 8:32.

MINUTES SPECIAL COUNCIL MEETING
REYNOLDSBURG CITY COUNCIL
October 7, 2013

President of Council Doug Joseph called the meeting to order at 8:33 p.m.

Roll Call:

Members Present:

Ms. Monica DeBrock
Mr. Scott A. Barrett
Mr. Cornelius McGrady, III
Mr. Mel Clemens
Mr. Barth Cotner
Mr. Chris Long

Approval of Agenda.

Mr. Joseph: Item 4. Motion that April Beggerow be appointed to serve as Clerk of Council for the period beginning Tuesday, October 15, 2013, and ending with the council organizational meeting, held in January, 2014. Is there a motion to make this appointment? Councilman Long makes the motion, Councilman Cotner seconds. Questions or comments? Would the clerk please call the roll beginning with Mrs. DeBrock.

Ms. Penzone:

Councilwoman DeBrock: Aye
Councilman Barrett: Aye
Councilman McGrady: Aye
Councilman Clemens: Aye
Councilman Long: Aye
Councilman Cotner: Aye

Mr. Joseph: 6 affirm votes, no negative votes, this appointment is approved. With no further business before Council, I'll adjourn this special council meeting at 8: 34 p.m.

Meeting Adjourned.

