

**SALARY COMMITTEE
MEETING MINUTES
MONDAY, DECEMBER 8TH, 2014**

The Salary Committee met Monday, December 8th, 2014 at 6:45 PM in the Council Chambers at the Knisely Centre. In attendance were Salary Committeepersons: Ms. Winnie Walker, Mr. Dan Lanzer, Chairperson Mr. John Zucal and Salary Committeeperson Alternate Ms. Sandy Cox.

Guests were Mayor David Johnson, Law Director Marvin Fete, Service Director James Zucal, Safety Director Greg Popham, Auditor Beth Gundy, President of Council Sam Hitchcock, Council Clerk Patti McKay, Councilperson Mrs. Cheryl Ramos, Councilperson Darrin Lautenschleger, Councilperson Rob Maurer, and Mark Cox.

Salary Committee Chairperson, John Zucal called the meeting to order at 6:45 PM. The purpose of the meeting was to discuss Proposed Resolution 38-2014, Proposed Resolution 39-2014, Proposed Resolution 40-2014 and discussion on the proposed positions established by Mayor Johnson whether New Philadelphia City Council would be agreeable in funding those positions; and any other matter that may come before the Committee.

**PROPOSED RESOLUTION NO. 38-2014:
TO COMMEND WILLIAM L. "BILLY" MARTIN FOR HIS 35 YEARS OF SERVICE AND DEDICATION TO THE CITY OF NEW PHILADELPHIA IN WATER DISTRIBUTION AS A PIPE FITTER, METER INSTALLER, SERVICEMAN AND METER READER FOR THE CITY FROM OCTOBER 22, 1979 TO OCTOBER 31, 2014.**

Comment from the Council President Sam Hitchcock.

"I've known him for a long time he has done a fine job and has been a real benefit for the City."

Comment from the Service Director:

The Service Director agreed with Mr. Hitchcock's comment.

The Service Director said Mr. Martin spent most of his time in the Water Department and has done a fine job for the City.

Mr. Zucal made a motion for the Resolution 38-2014 be put on the agenda for December 22nd, 2014 and read for three readings and passed.

Seconded by Mr. Lanzer

Roll call 3-0

Motion passed.

**PROPOSED RESOLUTION NO. 39-2014:
TO COMMEND JACKIE DRAHER FOR HER 12 YEARS OF SERVICE AND DEDICATION TO THE CITY OF NEW PHILADELPHIA FROM JANUARY 14, 2002 TO NOVEMBER 28, 2014.**

Jackie Draher has shown her loyalty, dedication, and commitment by her 12 years of service to the City as a Water Office Clerk, Switchboard/Receptionist, Prosecutor's Office Clerk, and an eight year Income Tax Department Data Processing Clerk.

Jackie Draher has now retired from the City of New Philadelphia Income Tax Department.

Comment from the Mayor:

"Jackie was a friend, and a wonderful person."

Comment from the Council President Sam Hitchcock:

Sam said he has known Jackie for many years and is a personal friend; "her service has been an asset to the City of New Philadelphia."

Comment from Chairperson Mr. Zucal:

"Jackie was always helpful, personable and a great representative of the City of New Philadelphia."

Comment from the Auditor Ms. Gundy:

"Ms. Draher was all that and more we are going to miss her, especially her laugh."

Mr. Zucal made a motion for the Resolution 39-2014 be put on the agenda for December 22nd, 2014 and read for three readings and passed.

Seconded by Mr. Lanzer

Roll call 3-0
Motion passed.

PROPOSED RESOLUTION NO. 40-2014:
TO COMMEND ROBERT "LIP" LIPINSKI FOR HIS 12 YEARS OF SERVICE AND
DEDICATION TO THE CITY OF NEW PHILADELPHIA AS CUSTODIAN/MAINTENANCE
FOR THE CITY OF NEW PHILADELPHIA FROM JANUARY 22, 2002 THROUGH
NOVEMBER 28, 2014.

Comment from the Mayor:

Mr. Lipinski was one of kind he will be missed.

Mr. Lanzer made a motion for the Resolution No. 40-2014 be put on the agenda for December 22nd, 2014 and read for three readings and passed.

Seconded by Ms. Walker

Roll call 3-0

Motion passed.

DISCUSSION ON THE PROPOSED POSITIONS ESTABLISHED BY MAYOR JOHNSON
WHETHER NEW PHILADELPHIA CITY COUNCIL WOULD BE AGREEABLE IN FUNDING
THOSE POSITIONS:

Mr. Zucal reminded all the comment from the Mayor

We have a savings of approximate \$28,024.20.

Comments from Mr. Lanzer:

I think it is a cost-savings for the City; Ms. Fragasse has earned and has done a lot of that work now.

There will probably be technical questions if there is something she can't handle she can always move it along to Clemans Nelson our consultants. I'm in favor of that.

Comment from Ms. Cox:

"The Mayor said it was a savings.

You can't mix #711 and #713 account with #101 account.

That savings is a #713 and #711 not the #101.

We are going to put an additional burden on the #101 account of over \$60,000.

Right now we are showing for 2015 the carry over is only \$70,000.

(It just putting us more in debt.) I'm not sure that we should be looking at this right now."

Comment from the Mayor:

"How do you figure this?"

Reply from Ms. Cox:

"The #711 and #713 the money has to stay in those accounts it don't go in the #101.

You are adding more people to the #101 which is going to add additional funds to the #101 account.

Comment from the Mayor:

"When you look at the total it is a savings."

Reply from Ms. Cox:

"No, it is not."

Comment from the Auditor:

Ms. Gundy said she agreed with what Ms. Cox is saying, "it is not a savings for the General.

#711 and #713 Water/Sewer you might be saving some money in there but that does not affect the General."

Reply from Ms. Cox:

"I agree with putting Ed Wilson over both of them and increasing his salary. I don't agree with Adding additional positions right now in the #101 account because we are having such problems."

Chairperson Mr. Zucal:

What you are saying Aaron Hixenbaugh's Salary was funded through those accounts.

Reply from Ms. Cox:

#711

Chairperson Mr. Zucal:

Aaron was \$56,843 relining that it is a saving to those but not to the #101.

Comment from the Mayor:

"We can use the Enterprise Funds each will be directly involved in those."

Comment from the Auditor:

"They can be allocated but there is a limit to the dollar amount that can be allocated

to those funds. I don't know where that will fall for 2015 and beyond because it changes a little bit every year."

Comment from the Mayor:

"When you say limited, what has it been in the past?"

Comment from the Auditor:

7%/10%

"\$300,000 General Fund Administrative Costs.

Can then be allocated to the Sanitation, Water, and Sewer.

It does put more cost into the General Fund."

Comment from the Mayor:

"It is still a savings for the City."

Chairperson Mr. Zucal:

"It is saving the City money it is just what line-item is being saved."

Comment from the Mayor:

"We are taking care of some badly needed situations."

Comment from Mr. Lanzer

"It is not that much of an increase."

H R \$46,000

Comment from the Auditor:

"Without running the numbers I don't see that extra amount being allocated.

We are already down \$300,000 split between three more funds."

Chairperson Mr. Zucal:

"It sound like we need more discussion

For our next meeting, will you run the numbers?"

Comment from the Auditor:

"I can't do that until we are done with the year because I have to count transactions."

Chairperson Mr. Zucal:

Mr. Zucal asked the Auditor "can your run projections."

Comment from the Auditor:

"I'll try but I'm not going to be here for the next meeting I think I can have something for you."

Comment from Councilperson Mrs. Ramos:

"I agree with Ms. Cox.

Were looking for at least one position given the Financial Projection that we heard at the last meeting we are looking at millions of dollars in the hole it would be unwise to suggest new positions at this time. You're going to have to change that tier structure to add new positions because it would be a new position you would have to start getting things right. Job descriptions and qualifications for all positions new position especially and advertise those positions to try to get the most qualified individuals."

Comment from the Mayor:

"You don't have to do that."

Comment from the Councilperson Dan Lanzer:

"These positions are at the discretion of the Mayor."

Comment from Councilperson Mrs. Ramos:

"We can't fund that at this time that is the bottom line."

Chairperson Mr. Zucal:

"Ed Wilson is already doing the job that began on November 11, 2014."

Comment from the Mayor:

"If we don't get somebody in the billing office, I will go back and hire another manager for the wastewater and another assistant which is what I had."

Comment from Ms. Cox:

"The Billing Office will come out of the #711 and #713 Account which they had the money."

Comment from the Mayor:

"If you want to go with that lets get it done by the first of the year. So we can get somebody on board. Ed Wilson cannot do three jobs."

Comment from Ms. Cox:

"I had no trouble with Ed taking over both positions and getting paid that if the money is there."

Chairperson Mr. Zucal:

"The Mayor is asking for the person to work in the Billing Office."

Comment from the Mayor:

"We need a part-time Office Manager for Water Wastewater Billing Office; salary would be determined and paid out of the Utilities Fund."

The Mayor is asking to move forward and somehow funding that position.”

Chairperson Mr. Zucal ask the Mayor do you have the number of hours.

“The Mayor said they have not worked that out.

If we don’t go with an HR Manager some of the duties have to go out of our Department. It has gotten too large for one person to handle that and handle the Mayor’s affairs and everything else she does.”

Comment from the Law Director:

The Mayor consulted with the the Law Director before be brought it to Council.

“The Law Director feels it is clearly under 39-97.

The Mayor has the authority to create these two positions there is a check on that authority, Council at the next Budget can chose to defund those. As long as the money is there and available there is no problem with him creating these positions and funding them out of money that is already there. If the money is there, there is nothing to prevent him from doing that.”

Comment from Ms. Cox:

“Council has to vote on that. “

Comment from the Mayor:

“No.”

We are doing away with the receptionist.

Comment from Councilperson Lanzer:

“That is a part-time position.”

Comment from Councilperson John Zucal:

“The position in the billing would be paid out of water fund.

The billing office does the billing and Mr. Wilson is responsible.

We can debate the other position, the General Fund oversees that.

Mr. Wilson needs help. He has taken on two positions and Mr. Zucal agrees with the Law Director.

The Mayor has the right to create positions under the guidelines and doesn’t take Councils approval.

The question is, is Council willing to fund that.”

Comment from Law Director:

“If it is not going to cost more money and you’re saving money by rearranging positions

I don’t know why it would not be supported.”

Comment from Councilperson Ms. Cox:

“It is going to put an additional burden of \$60,000 on the General Fund.”

Comment from the Mayor:

“It saves money in one fund.

I don’t see any salaries any way near \$60,000.

I had \$28,000 of savings that didn’t include benefits.”

Comment from Councilperson Mrs. Ramos:

“She is talking about with benefits.”

Comment from Councilperson Ms. Cox:

“I’m talking about the \$46,000 plus benefits.”

Comment from Councilperson Mr. Lanzer:

“(Minus the part-time receptionist less the money for the new Mary Jo position.)”

Question from Councilperson John Zucal to the Law Director:

“The money is there when you establish the budget;

The Mayor has the right to set the budget as part of the General Fund.”

The Law Director replied yes.

Comment from Councilperson John Zucal:

“So the Mayor could find a way to eliminate X amount of dollars out of the General Fund to supply those positions.”

Comment from the Law Director:

“The Mayor could hire someone tomorrow 39-97 allows him to create positions, as you need them as long as you get Council’s support.”

Comment from Councilperson Mrs. Ramos:

“101, additional burden of \$61,000. No savings?”

Comment from the Mayor:

“Right now we are going to end the fiscal year the General Fund is not in the red.”

Comment from the Law Director:

“Right now there is money,

The Mayor has the right of a position he has that authority to do that.”

Comment from Councilperson John Zucal:

“What we are looking at is the impact on 2015 Fiscal Budget.

Account 101, the General Fund.”

Comment from the Mayor:

“If I save \$50,000 in my department can I give that to my managers?”

Comment from the Law Director:

“If the money is there you will have to write some kind letter to go to the Auditor so there is a paper trail.”

Comment from the Auditor:

“Every pay increase has to go through Council.”

Comment from Councilperson John Zucal:

“We will continue this discussion; schedule another meeting December 22nd, 2014.

In the meantime, the Auditor will run a potential projection as to where we stand with #101

All of us can take a look at the General Fund.”

The meeting was adjourned at 7:11 PM.

Respectfully Submitted,

John Zucal, Chairperson
Salary Committee