

Cuyahoga Falls City Council
Minutes of the Finance Committee Meeting
January 20, 2009

Members: Don Walters, Chair
Debbie Ritzinger
Carol Klinger

Mr. Walters called the meeting to order at 6:20 p.m. All members were present.

The minutes from the January 5, 2009 committee meeting were approved as submitted.

Legislation Discussed

Temp. Ord. B-2
Temp. Ord. B-3
Temp. Ord. B-4
Temp. Ord. B-5
Temp. Ord. B-6

Discussion:

Temp. Ord. B-2

An ordinance creating the position of Human Resources Technician and declaring an emergency.

Mrs. Carr stated the City had a study done that analyzed human resource issues. They are working towards that plan and want to create the technician position. This position will be a civil service position and will be responsible for the paperwork associated with H.R. tasks. Mrs. Megahart stated the department had two H.R. Coordinators at pay grade 22. When one of them left, she went back to the study because she realized that in H.R. programs, you cannot have people who just set up the programs. You also need someone to do the tracking, write job descriptions, set up training, etc. The technician position will be at a pay grade 20. They will then have one H.R. Coordinator and one H.R. Technician. Mr. Walters asked about the overall savings with the change. Mr. Brodzinski stated it would be between \$2,500 and \$3,000.

Committee recommended bringing out Temp. Ord. No. B-2.

Temp. Ord. B-3

An ordinance authorizing the Director of Public Service to enter into a contract or contracts, according to law, for repairs as required by the Project Partner: Storm Water Inspection Program, and declaring an emergency.

Russ Kring stated this was the yearly ordinance for contractors to make repairs and assessment repairs for homeowners as well as the City. The number of repairs are down this year mainly because home sales are down. Through November, 2008, they did 1,250 repairs. Of those, 55% passed, 35% were failures and 10% were "no access." Mr. Walters asked what the follow-up procedure was regarding how a buyer and seller are notified in both private and sheriff sales. Mr. Kring stated the only measure is the ordinance stating that disclosure is required. They have no other follow-up to make sure it is being done. They are

trusting that the real estate agent is doing it correctly. He feels the program is being followed fairly well. He tracks the real estate sales in the Falls News and believes at least 50% get the inspection done.

Committee recommended bringing out Temp. Ord. No. B-3.

Temp. Ord. B-4

An ordinance levying special assessments for the repair or replacement of sidewalks and drive approaches in the district known and designated by this Council as a Sidewalk Repair District for the year 2008 containing all necessary streets, alleys or public roadways within the corporate limits of the City of Cuyahoga Falls, and declaring an emergency.

Mr. Brodzinski stated this is the ordinance used for the City to be able to send out bills and certify them to the property tax before August. The one change is that they looked at the actual cost. Last year was \$4 so this year they raised it to \$5. Mr. Walters asked if they try to do leveling with root removal. Mr. Demasi stated they have not done leveling in the last nine years or so because it doesn't last long before it's an issue again. They get a better product when they take up the slab, remove the roots and then put the slab back down. Mrs. Carr added that if there is a severe root problem, they will sometimes take the tree down and replace it with a more appropriate tree. That is decided on a case-by-case basis. Mrs. Pyke asked whether the sidewalk work done on Stow and on 13th Street were for the high school and Bolich. Mr. Demasi indicated it was. Mrs. Pyke stated it was not on the list. Mr. Demasi stated he would get a complete list of the citywide sidewalks to all Council members. Mrs. Carr added that the schools will be billed for the work. Mrs. Pyke asked if any work was done for the good of the public. Mr. Demasi could not recall any.

Committee recommended bringing out Temp. Ord. No. B-4.

Temp. Ord. B-5

An ordinance authorizing the Director of Finance to enter into a contract or contracts for software maintenance and support of the eGovernment software applications, and declaring an emergency.

Mr. Brodzinski stated this was the standard maintenance agreement the City has with HTE that covers all financials, billing permits, work permits, payroll and utility billing. The budget sheet has it broken down by department. Mr. Walters asked how the proportions were determined. Mr. Brodzinski stated it was based on usage. It was also based on the detail provided by John Konich during the budget process.

Committee recommended bringing out Temp. Ord. No. B-5.

Temp. Ord. B-6

An ordinance authorizing the Director of Public Service to enter into a contract or contracts, according to law, for the purchase of certain materials, supplies, equipment and services for use by the Electric Department during 2009, and declaring an emergency.

Bob Bye stated this was the annual ordinance to allow the City to enter into contracts after they open and evaluate bids for equipment that is purchased during the year. He stated that transformers and larger switches used on underground systems are as much as \$37,000 a piece and transformers can be up to \$33,000 so they do not want to buy more than they need.

Committee recommended bringing out Temp. Ord. No. B-6.

The meeting adjourned at 6:40 p.m.