

**MINUTES**  
**MARCH 28, 2016**  
**7:00 P.M.**

**FINANCE & PERSONNEL COMMITTEE**

Members in Attendance: Jeff Risner, Chair  
Chris Fahl, Vice-Chair  
Kent Butler, Member

Other Council Members: Peter Kotses  
Patrick McGee  
Michele Papai

Administrators and/or  
Other Elected Officials: President Knisely  
Mayor Patterson  
Service-Safety Director Horan Moseley  
Human Resources Director Galbraith  
Auditor Hecht  
Deputy Auditor Kreider

**Items Discussed:**

- Clemans-Nelson (non-union compensation plan)
  - Brian Butcher, Regional Manager – introduced a modification to the Implementation Cost Scenarios (see attached) – City Administration has recommended Scenario 2-C with a \$2.00 CAP – will address, from an equity and fairness standpoint, tenure implementation within the plan – clarified the cap, e.g. based on classification and formula, someone hired in 1987 was plugged in based on their service and, if based on that service they would receive over \$2.00, they would be capped at that \$2.00 rate – this is done for fiscal prudence – Athens is paid competitively, recruitment and retention are not issues for the City, so the major component of the study was based on internal equity (how jobs are weighted within the City of Athens)
  - Risner – in terms of internal equity how does this plan correct and/or strengthen compensation
  - Butcher – it addresses existing issues within the City by adding pay grades – stressed that this is a position analysis, not an individual analysis – he feels this is a solid plan

-Risner – asked about implementation this year

-Butcher – the plan is ready for implementation upon final review by the Administration and Auditor regarding the fiscal component, and adoption by City Council

-Deputy Auditor Kreider – clarified that the years of service is not based on years with the City, but years within the position

-Papai – asked which is more typical, years of service, or within the position?

-Butcher – within the position makes more sense, because that is what you're paying for, the job

-Kreider – there seem to be some inconsistencies in application of job service, i.e. Income Tax Administrator vs. Assistant City Engineer

-Butcher – explained that the reclassification calculation is based on the functions of the job

-Kreider – countered that there doesn't seem to be adequate and definitive information on when job duties change

-Risner – suggested this is an area that could be reviewed by the Human Resources Director

-Kreider – is not sure the information exists

-Risner – it would be a starting point

-Kreider – indicated that there are vacant positions that have not been included in the total implementation cost – if all of these vacancies were filled within the next year, and she is not saying that they will be, but if all of them were filled, at the minimum, without going 25% above, which is allowed within the policy, an additional \$643,000 would be needed for implementation

-Risner – asked if the vacant positions are Police and Fire

-Kreider – no, they are Assistant Director of Public Works, Instrument Technician at EPW, Labor Supervisor in Arts, Parks & Recreation, Grants Administrator under the Mayor, TGC Technician, Office Manager in EPW, Administrative Assistant under the Auditor, Executive Secretary under the Mayor, and (5) General Secretary positions that are vacated because (4) have been reclassified to Administrative Assistants – it is unclear which

positions will be filled and which ones will not – bottom line, that will need to be clarified prior to cost implementation

-Butler – concerned about the \$643,000 figure

-Kreider – that figure can be whittled down with more accurate information

-Auditor – in general, she agrees with the process, however urged fiscal caution – she would like time to review the manual, as she is opposed to the policy of hiring someone in at 25% above the minimum within the pay grade without coming before City Council (it is ripe for abuse, and could be a big increase in cost to the City) – also, within her office she has an Administrative Assistant who has taken on additional duties due to a reduction in staff, however that employee is not receiving credit for years of service with expanded duties under the new title offered by this compensation plan -- there may need to be exceptions within departments that should be considered – the rehire policy should be reviewed – shouldn't punish people for retiring and returning to their position by making them come back in at the lowest rate within the pay grade when they are already trained – actual on the job experience makes a difference – plus, we have no process in place to reward employees who have been on the job for 3-4 years, and doing a great job

-Butcher – clarified that the 25% is not above the minimum pay grade, but through the pay grade, and is provided as a way to provide flexibility for the appointing authority

-James DeCaprio, Senior Consultant – explained that if you have a pay grade where the minimum is \$20.00 and the maximum is \$30.00, 25% through the pay grade is \$22.50 per hour, not \$25.00

-Butcher – rehiring is a policy decision by City Council – also, the Auditor spoke about offering department-wide service credit which will increase the cost of implementation, also a policy decision by City Council – Clemens-Nelson simply serves as a facilitator

-Risner – City Council looks forward to reviewing the policies manual and plan implementation, and will look for guidance from the Administration as to moving forward

-Mayor – has expressed his interest in moving forward with Scenario 2-C

-President – Council Members have a responsibility to review all of the materials, best practices, and financial picture – she thanked Clemens-Nelson for their thorough process

-Butcher – will pdf all materials in one document and forward to City officials

-Risner – asked the Administration about a timeframe for implementation

-S-S Director – using the Mayor's recommendation of Scenario 2-C, it would be helpful to have the Auditor run the numbers for City Council review, for a possible implementation date of July 1<sup>st</sup>

- Recycling Carts (appropriation)

-Butler – recycling carts are available for 96 gallons, 64 gallons, and 48 gallons with attached lids, a pull bar and wheels – noted that the City of Athens was the first to offer curbside recycling pickup 30+ years ago – at that time it was sorted – the City has more recently switched to single-stream – with single-stream comes more volume – waste reduction standards is a requirement of EPA – Deputy Service-Safety Director Ron Lucas has been contacted about a grant request he made on behalf of the City in 2015, that was denied, and the company is reaching out at this time to offer the City an \$80,000 grant award to assist in purchasing recycling carts for City residents – 64-gallon carts are being offered – Administration is requesting the City expend up to \$250,000 to cover delivery, marketing and education – education is “key” with our student resident turnover – the Administration is looking at delivery of 3500 carts, and would also like to order backups for replacement

-Fahl – believes even the 48-gallon cart is too large for smaller families – asked if residents would still be allowed to continue to use the smaller red bins currently in use – available space to house the larger carts along with a garbage can is a concern

S-S Director – could possibly offer an opt-out of the recycling cart – the City would like to have smaller carts available for single family (smaller) households and also accommodating the disabled and elderly

-Risner – believes the 64-gallon cart would be ideal for his constituents – since switching to single-stream, recycling has dramatically increased – where residents used to only place one red bin at the curb, they now have additional receptacles for increased recycling

-Papai – households should have options

-Mayor – will check with the Recycling Partnership about the availability of smaller cart sizes

-Fahl – is still concerned about whether the carts are going to be required, or whether residents can continue to use their red bins

- Mayor – the grant offers an option for disability services for those who are eligible, smaller containers would be acceptable – will explore whether smaller households apply
- Papai – asked if, with the bar, whether the carts will be lifted and tipped into the truck, or will they continue to be lifted by the service provider's employees – the larger carts, full of glass, could be very heavy to lift
- Mayor – will need to check about the availability of the lift capability on the Athens-Hocking Recycling Center trucks
- President – asked the name of the grant agency, and whether it is a State agency, non-profit, private non-profit
- Mayor – Recycling Partnership out of Falls Church, Virginia
- President – would like the Administration to consider implementing recycling in the uptown area, using the same educational plan
- Mayor – has asked Deputy Service-Safety Director Lucas to look into new trash cans in the uptown area for pedestrian trash to replace the current round, open containers – solar trash compactors are being explored that serve one side as trash and the other as recycling – the recycling compaction would still be suitable for handling by a MRF
- Kotses – asked if the recycling carts would need to be out-of-sight from the street
- Mayor – can have that conversation – would ultimately be a Council decision
- McGee – asked about the City's match toward this grant
- Mayor – City's match would be \$150,000 from the Garbage Fund
- President – appears to be \$1.2 million currently unappropriated in that fund
- RFQ Document (City pool)
  - Papai – asked earlier whether the \$7.3 million dollars stated in the RFQ includes interest on the loan and, if not, what does that mean for a qualifying bidder in terms of how much money they will have to work with – today, Council is in receipt of the financials from former Mayor Ric Abel, the Chair of the Arts, Parks & Recreation Advisory Board (see attached)

-Mayor – clarified that the RFQ did state \$7.3 million as working dollars – you do not count debt service as part of that – using 2016 growth, Abel re-projected as part of the attached document, that through 2036 the 20-year levy is projected to bring in \$18,211,642 – with the debt service included for the pool, the figure, using 4.25%, is \$9,186,960, the working capital of \$7.3 million has not changed

-Papai – questioned the \$18,211,642 projected income from the levy

-Auditor Hecht – keep in mind, this is a projection – also, the other projects, other than the pool, have been budgeted on the spreadsheet – looking at a strict 20-year levy it could be as low as \$16-17 million, but taxes are collected well into the next year – will be collecting money a year after the end of the levy period

-Mayor – agreed, 2035 is the final year for collection of the taxes – at the end of the final tax collecting year, the projection is \$17,939,938 – again, the \$7.3 million dollar budget for the pool is approximately 50.45% of the levy revenue, taking into consideration calculations on growth

-Auditor – pointed out that Abel included a 1.5% increase in income tax revenue, and the City has had a steady increase, likely more than 1.5%, but that is a safe estimate

-Papai – asked if the S,M,Op,A is for operating and maintenance of a pool, or other projects

-S-S Director – other projects

-Auditor – existing outdoor pool already has annual operation and maintenance budgeted

-Mayor – the percentage is somewhat irrelevant; what is relevant is that City Council approved \$7.3 million dollars toward the construction of the pool

-Auditor – noted that when the Arts, Parks & Recreation Advisory Board chose the pool option, they did not choose the minimal pool, nor did they choose the Cadillac pool, but something in between, a median to get a better pool than we have, but not going overboard, knowing that we do have other projects to fund

-Todd Swearingen, Guysville – understands that the pool will be built by the vendor for \$7.3 million dollars

-S-S Director – cost also includes design engineering

-Swearingen – expressed concern that there will not be available funds set aside for the other projects funded by the levy – he feels the pool is over-budgeted – continues to be concerned about the overall financial prospectus – feels the

information is not complete, and that even though everyone believes the money for all levy projects is there, he doesn't believe that it is

**ITEMS NEEDED ON THE NEXT CITY COUNCIL AGENDA:**

1. Recycling Carts

# **MINUTES**

## **TRANSPORTATION COMMITTEE**

### **MARCH 28, 2016**

Members in Attendance: Michele Papai, Chair  
Peter Kotses, Member

Other Council Members: Kent Butler  
Chris Fahl  
Patrick McGee  
Jeff Risner

Administrators and/or  
Other Elected Officials: President Knisely  
Mayor Patterson  
Service-Safety Director Horan Moseley

#### **ITEMS DISCUSSED:**

- Brew Week (street closure)
  - Brandon Thompson, Executive Director – event will be held Friday, July 15<sup>th</sup> through Saturday, July 23<sup>rd</sup> – this is the 11<sup>th</sup> year – expect 4,000-5,000 attendees to taste craft brews in Athens – requested street closure for “Last Call” on July 23<sup>rd</sup> on Court Street between Washington and Carpenter, and a portion of State Street between Congress and Mill from 8:00 a.m. to midnight, with actual programming between 2:00 p.m. to 1:00 a.m. – also, requested suspending the City’s noise ordinance and vending – stage will be near Courtside Pizza facing south – he will reach out to AUBA – plans to change some of the vending sites, and will check with AUBA on their thoughts regarding placement of brewers vs. food – added, this year non-alcoholic drinks such as root beer and ginger ale will also be available
  - Mayor – this is the slowest retail month – tourism is beneficial at this time – event covers a wide area of the community
  
- Boogie on the Bricks (street closure)
  - Papai – spoke with a retailer on South Court who suggested closing just one block for this event, possibly Court from Washington to State
  - Paige Alost, Executive Director of the Athens County Convention & Visitors Bureau (ACCVB) – preference would be to have Brew Week and Boogie on the Bricks continue as two separate events, and on other than back to back weekends – would be better for retailers and marketing of the events – ACCVB will work with local retailers to make these events more beneficial to them – encouraged better signage by the City to the Parking Garage from all points of entry into the City

#### **ITEMS NEEDED ON THE NEXT CITY COUNCIL AGENDA:**

1. Brew Week