

Minutes of Perrysburg Personnel Committee

Meeting Held October 25, 2022

CALL TO ORDER - 5:00 PM

The meeting was called to order at 5:06 p.m. by Chairperson Cory Kuhlman.

ROLL CALL

Committee members present were Kevin Fuller, Cory Kuhlman, and Tim McCarthy. Also present were Bridgette Kabat, City Administrator, Kate Sandretto, Law Director, Kelly Chalfant, Human Resources Manager, and Amber Rathburn, Director of Finance.

CITIZEN'S CONCERNS

None.

APPROVAL OF 09/27/2022 MEETING MINUTES

There being no objections, the minutes of the September 27, 2022 meeting were approved 3-0.

UPDATE ON DEPUTY ADMINISTRATOR POSITION

Ms. Kabat stated that she is working with Jason Daniels to be available for the November 1, 2022 City Council meeting for an Executive Session. Mr. Kuhlman stated that Jonathan Smith is planning to have that at the end of the agenda for the Council meeting. Ms. Sandretto noted that there are Public Hearings scheduled before the November 1 City Council meeting.

EMPLOYEE RECOGNITION/APPRECIATION PROGRAMS AND MEALS

Ms. Kabat stated that City Council would need to pass a Resolution designating that city funds could be used as a public purpose in terms of employee recognition and other programs. Mr. Kuhlman asked for an estimated cost of the annual employee holiday luncheon. Ms. Chalfant stated that the cost for food, pins, and gift cards is roughly \$3,500.00. Ms. Kabat stated that typically during collective bargaining sessions and arbitrations, when staff is there the entire day working through breaks, lunch is purchased. She added that this would be a type of small incidental also under this legislation. Mr. McCarthy confirmed that this is nothing new, that we just could not locate the appropriate legislation, which Ms. Kabat confirmed is correct. Mr. Kuhlman stated that it is good for morale, but would like it to be reported, no matter how small, to Finance Committee. Mr. Fuller asked if anything else is upcoming that this may be utilized more than has been done this year. Ms. Kabat noted that in 2023 some collective bargaining negotiations will occur. There being no objections, the Committee agreed 3-0 to recommend this to City Council.

DISCUSSION OF THE 2023 BUDGET

Ms. Kabat noted that all currently filled positions are budgeted, plus vacant positions including Deputy City Administrator, Urban Forrester, and an additional Bailiff. Ms. Kabat stated that they can send the Committee last year's detail budget sheets for comparison. Mr. Kuhlman does not see anything on the spot that he has questions on. Ms. Rathburn stated that the summary sheets group expenses by category and show the actual and budget for the last two years.

Mr. Fuller asked if there is anything Ms. Chalfant would like to have included in the amended budget. Ms. Chalfant stated that they are looking at enhanced capabilities for online civil service testing for fields other than safety services. Mr. Kuhlman stated that they are always open to hearing anything we can do to improve, especially projects that pay for themselves long term.

Ms. Sandretto asked if they would like three readings of the budget. Mr. Kuhlman confirmed yes. The first reading will be at the November 1 Council meeting.

PARENTAL LEAVE

Ms. Kabat stated that the Mayor has indicated he would like to continue having a conversation once they understand what the State will do with the bill before them.

OTHER BUSINESS

None.

There being no further business, the meeting adjourned at 5:39 p.m.

Respectfully submitted,

Cory Kuhlman, Chairperson
Personnel Committee

Next meeting: Tuesday, November 22, 2022 at 5:00 p.m.