

MINUTES OF PERRYSBURG CITY COUNCIL

MEETING HELD JULY 27, 2021

Mayor Mackin called the meeting to order at 6:30 p.m. Present were Council Members Deborah Born, Cory Kuhlman, Jan Materni, Tim McCarthy, Jonathan Smith, Barry VanHoozen, and Mark Weber (7). Also present were Bridgette Kabat, City Administrator, and Amber Rathburn, Clerk of Council.

Mr. Smith moved to approve the minutes of the City Council meeting held on July 6, 2021 as written and to dispense with their reading. Seconded by Mr. McCarthy. Ms. Born said that she will be voting no unless her comments from the last meeting during discussion about awarding two contracts are included. The minutes as written were approved by a 6-1 vote. Ayes: Kuhlman, Materni, McCarthy, Smith, Weber, and VanHoozen (6). Nays: Born (1).

SPECIAL REPORTS

None.

LETTERS, COMMUNICATIONS, AND CITIZENS' CONCERNS

Jim Hagen, 10741 Avenue Road, asked when meetings might be live-streamed. Mayor Mackin said that they are working on it, but there are some technical difficulties with the building. Mr. Hagen said he was surprised by the new security measures at the Municipal Building, and he asked if the measures are permanent. Mayor Mackin said that they are permanent; it is a way to protect staff members. Mr. Smith asked when videos of City Council meetings are put on the website. Ms. Kabat said they are put on the day after the meeting. Mr. Kuhlman asked if the Administration is still looking at putting the videos of committee meetings online, and Ms. Kabat said they are.

ADMINISTRATIVE REPORTS

Mayor's Report

Mayor Mackin made the following recommendations for reappointment and a new appointment:

Reappointments:

<u>Name</u>	<u>Committee</u>	<u>Length</u>	<u>Term Ending</u>
Jonah Bruning	Litter Prev. & Recycling Board	1 year	06/01/2022
Caleb Christen	PRAC	1 year	06/01/2022

New Appointment:

Craig Reiter	Board of Zoning Appeals	1 year	12/31/2021 (filling an unexpired term)
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Mr. Smith moved to approve the reappointments and appointment recommended by Mayor Mackin. Seconded by Mr. McCarthy. Ayes: (7). Nays: (0).

Mayor Mackin thanked them for their willingness to serve.

City Administrator's Report

No report.

Finance Director's Report

No report.

Law Director's Report

No report.

President of Council Report

Mr. Smith stated that he and Jim Bagdonas have been serving on the Wood County Transportation Improvement District. He said it is time to renew the appointments. He said that he would be willing to serve again, and Mr. Bagdonas said that he also is willing to continue serving. Mr. Weber moved to reappoint Jim Bagdonas to the Wood County Transportation Improvement District. Seconded by Mr. VanHoozen. Ayes: (7). Nays: (0). Mr. Weber moved to reappoint Mr. Smith to the Wood County Transportation Improvement District. Seconded by Mr. McCarthy. Ayes: Kuhlman, Materni, McCarthy, Smith, VanHoozen, and Weber (6). Nays: Born (1).

Finance and Economic Development Committee:

No report.

Next meeting: Tuesday, August 10, 2021 at 5:30 p.m.

Safety Committee:

No report.

Next meeting: Tuesday, August 24, 2021 at 6:00 p.m.

Recreation Committee:

No report.

Next meeting: Tuesday, August 10, 2021 at 6:30 p.m.

Planning and Zoning Committee:

No report.

Next meeting: Wednesday, August 11, 2021 at 5:30 p.m.

Personnel Committee:

Mr. Kuhlman gave his report of the July 20, 2021 meeting, a copy of which is attached hereto and made a part of these minutes.

Next meeting: Tuesday, August 24, 2021 at 5:00 p.m.

Mr. Kuhlman introduced **ORDINANCE 39-2021 AMENDING PERRYSBURG CODIFIED ORDINANCES 266.15-1 AND 266.15-2** and moved to allow for its reading by number and title only. Seconded by Mr. Weber. Ayes: (7). Nays: (0). The Clerk read Ordinance 39-2021 by number and title only. There was discussion regarding the pay bands and the congruency with City Council approval for hiring certain jobs. Ms. Kabat said there is still some clean up to do in the Code with the nomenclature.

There was also discussion regarding increasing salaries for City Council. Mr. Smith said that he thinks citizens should vote on it. He said that he struggles with it, and he does not think it should take effect until the 2023 election year. Mr. McCarthy said that he feels they should wait to get the Law Director's opinion on it. He said that he recalls there being state law on the subject, and he thinks we should move forward with it when the law allows. He said that we need the compensation to attract younger people with families. Ms. Born said she didn't do it for the money, and she feels Mr. Smith made valid points.

Public Utilities Committee:

No report.

Next meeting: Wednesday, July 28, 2021 at 6:30 p.m.

Service Committee:

No report.

Next meeting: Wednesday, July 28, 2021 at 5:30 p.m.

OTHER BUSINESS

Ms. Born asked if there is any update on the American Rescue Plan money. Ms. Kabat said that they have not gotten final guidance from the Department of the Treasury, but they plan on budgeting the funds as part of the 2022 budget process.

ADJOURNMENT

There being no objections, the meeting adjourned at 7:05 p.m.

Amber Rathburn, Clerk

Thomas G. Mackin, Mayor

APPOINTMENT REVIEW COMMITTEE

JULY 27, 2021

The meeting was called to order at 6:25 p.m. by Chairman Jonathan Smith. Committee members present were Tim McCarthy, Jonathan Smith, and Barry VanHoozen.

The Committee considered the following reappointments and new appointment:

Reappointments:

<u>Name</u>	<u>Committee</u>	<u>Length</u>	<u>Term Ending</u>
Jonah Bruning	Litter Prevention & Recycling Board	1 year	06/01/2022
Caleb Christen	PRAC	1 year	06/01/2022

New Appointment:

Craig Reiter	Board of Zoning Appeals	1 year	12/31/2021 (filling an unexpired term)
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Mr. Smith stated that the Planning and Zoning Committee unanimously recommended that Mr. Reiter be appointed to the Board of Zoning Appeals.

The Committee unanimously agreed to recommend approval of the reappointments and appointment as proposed by the Mayor.

There being no further business, the meeting adjourned at 6:27 p.m.

Respectfully submitted,

Jonathan Smith, Chairman
Appointment Review Committee

PERSONNEL COMMITTEE

JULY 20, 2021

The meeting was called to order at 5:03 p.m. by Chairman Cory Kuhlman. Committee members present were Cory Kuhlman, Tim McCarthy and Mark Weber. Also present were Bridgette Kabat, City Administrator, Kate Sandretto, Law Director, and Kelly Chalfant, Human Resources Manager.

APPROVAL OF MINUTES

There being no objections, the minutes of the June 29, 2021 meeting were approved.

PROPOSED PAY BANDS FOR NON-UNION EMPLOYEES

The Administration requested approval of the pay bands that were developed as a result of the Zashin and Rich wage study. Ms. Kabat stated that the salary survey and pay band sheets showing changes to a couple of titles and the addition of the position of HR Coordinator, which they envision for the future, were emailed to the Committee. She called attention to another sheet with information requested by Mr. McCarthy regarding past changes in the ranges. She said that the ranges were approved in 2006 and since then, there were two adjustments totaling 10% to the top end of all the ranges. She said an additional 5% was added to the top end of the police chief, fire chief, deputy police chief, and deputy fire chief pay ranges. In comparison, over that same time period, the fire bargaining unit has had increases of 39%, the police bargaining units 37.4%, AFSCME 34%, and the CPI 29.04%. She stressed that this request is for approval of the pay bands, not raises. She added that there are currently eleven red-lined employees and if nothing changes, another three will max out in the next year. She said the goal is to attract and retain quality employees. Ms. Sandretto said that she is proposing a first reading on the pay bands at the next Council meeting, and hopefully a vote with the second reading at the August City Council meeting. Mr. Kuhlman asked what the process would look like given the broad ranges. Ms. Kabat said that the Mayor is limited to 7% increases and anything above that would have to go to City Council. She said that equity adjustments would be a part of the 2022 budget process, but for some positions it could take a few years. There was discussion on how positions were placed into the different bands. Ms. Sandretto stated that Band E are hourly employees, Band A is a stand alone band for the City Administrator, Band B is for department and division heads, Band C is deputy type positions, and Band D is all other non-bargaining City staff. Mr. Kuhlman questioned the correlation between the bands and the positions that require City Council approval. There was a brief discussion regarding what positions require City Council approval, and Mr. McCarthy said for those positions, City Council should be made aware of the salary made with the job offer. Mr. Kuhlman stated that he does not want to be tied to a certain amount for future increases in the bands, but they should be reviewed on a regular basis. The Committee decided that the bands should be reviewed in even years beginning in 2024. The Committee agreed 3-0 to move the proposed pay bands on to City Council.

DISCUSS SALARIES FOR MAYOR AND COUNCIL

Mr. Kuhlman stated that Bowling Green recently changed the salary for City Council members to the PERS minimum. They also approved future increases based on the PERS minimum. There was discussion about the current Council salary versus the PERS minimum which is \$8,218 with a 1.75% increase each year. Mr. McCarthy noted that to align the two would be approximately a \$700 increase. Mr. Weber said that he is okay with it, and it would take away the need for future discussion. The Committee agreed 3-0 to recommend the proposed change to Council salaries.

There was also discussion regarding changes to the salary for the mayor. Mr. McCarthy said that in discussions with Mayor Mackin, he has said if you make the salary too high, the position can become political. Mr. Weber said the current salary of \$28,000 seems too low, but the salary Bowling Green decided on of \$45,000 seems high. The Committee agreed 3-0 that \$35,000 is a nice compromise, and they asked that language be added that the salary for mayor will be reviewed every four years commencing in 2024.

OTHER BUSINESS

Mr. Weber asked about the hiring process and whether candidates that might not be our first choice are considered for subsequent vacancies before we start the hiring process over again. Ms. Chalfant said that it depends on whether it is a civil service position and the time that has lapsed since the original hiring.

There being no further business, the meeting adjourned at 6:20 p.m.

Respectfully submitted,

Cory Kuhlman, Chairman
Personnel Committee

Next meeting: Tuesday, August 24, 2021 at 5:00 p.m.