

COUNCIL MINUTES

April 21, 2014

St. Clairsville City Council met at in Council Chambers on Monday, April 21, 2014 with the following present

Terry Pugh, Council President	Robert Vincenzo, Mayor
John Bukmir, Council, 3 rd Ward	Al Davies, Law Director
Perry Jones, Council-At-Large	Cindi Henry, Finance Director
David Trouten, Council, 4 th Ward	Tom Murphy, Planning & Zoning Administrator
Frank Sabatino, Council, 2 nd Ward	Jeff Henry, Police Chief
Jim Weisgerber, Council-At-Large	

The meeting was called to order by Council President Terry Pugh

Minutes: Minutes of the April 7, 2014 Regular Council Meeting were distributed to Council. A motion to accept the minutes was made by John Bukmir and seconded by David Trouten.

Roll Call Vote:

Bukmir	Yes	Sabatino	Yes
		Trouten	Yes
Jones	Yes	Weisgerber	Yes
Roll Call Vote	Five (5) Yes	Zero (0) No	Motion Approved

Minutes of the Council Meeting are a matter of public record and are available for inspection in the Mayor's Office from 8:30 to 4:30 Monday thru Friday.

CITIZENS HEARING: There were no Citizens present who wished to address Council.

REPORTS:

Service Director, Dennis Bigler - Not Present

Mayor, Robert Vincenzo

- The roof job is all complete except for the finishing the caulking of the coping on the outside. I think they have a little bit more to do on the entrance way but for all general purposes it will all be finished within another few hours. I can tell you the job was very satisfactory. They found some damages underneath and they corrected all the damages that were done. The only thing they have to redo the gutter on the back end of the building and they are in the process of that now. They did a great job.
- You have all received a manual. The manual was adapted by the Ohio Municipal League. It is the most thorough piece of information that you can have for the operation of the City and all the duties of every person on Council, all the Administrators, Superintendents and if you read that you will get a lot out of it and you can always go back and refer to it. The only thing that you have to remember is the difference between statutory government and charter government. Anything that comes under charter is what we reference to. Statutory has nothing to do with our government. If you reference back to charter you will be right on the job with it.
- The AMI installation is going on as we speak and they are making good progress. The water meters are a little more difficult to install than the electric meters because they don't just plug into the plumbing. There have been a few places where they have had to call in a plumber before they can put the new meter in and we knew that was going to be a possibility with some of the old meters. There are about three different plumbers in the area who have agreed to come in and work when they have a problem. Of course that is the responsibility of our water customer. Installation is coming along and doing quite well and I would say by the last of July or the first of August it will be complete. They are probably doing about 20 water meters a day with the crews that they have. They are talking about bringing in more of the crew to speed up the operation. For now they are making arrangements to get into the person's house. You will notice there is a truck going around the city with the city logo on the truck and it says city installer and that is

the outfit that is installing these meters. Of course they have the credentials on them. If it is a normal installation it can be done in half an hour to forty five minutes. They are very thorough and are doing a great job and keeping the citizens in mind.

- **Frank Sabatino:** Is there any type of warranty on the labor and material on the new roof? **Mayor Vincenzo:** The bonding company will come and make an inspection and they will inspect every facet of the job and they will write the guarantee. It could be a month or so before that will happen.

Police Chief, Jeff Henry

- The new cruiser is in. It has been striped and marked and now is at Progressive Communications. It will take about a week to get all the equipment put in. At the next Council Meeting we will have it parked outside for everybody to take a look at.
- Master Minds will be in next Monday to start the traffic study on Route 40 & Route 9.
- I was talking to Mr. Jones, there were a few things that we went over in the Police Committee that he is going to bring up in the Police Committee Report. We need Council's vote to create a Lieutenant's job. The High Street stop signs. We are still looking at a snow ordinance. We almost need to have some kind of commission with the Mayor, Dennis Bigler and the Street Superintendent. It is very important, we may have to do just main streets that have snow and mark them or notify all the people there is no parking on this street with the narrow streets. Maybe we will be able to put something together before the next snow season.
- Since we have an agreement with the F.O.P. it is alright to go ahead with the shift change that we talked about. The schedule in May they will start 12 hour shifts.

Finance Director, Cindi Henry - No Report

Planning and Zoning Administrator, Tom Murphy

- The Ohio EMA that is the Ohio version of FEMA has been auditing our files regarding funding we received for a disaster back in 2011. They reviewed our records last year and completed our visit last Thursday and everything was in order there were no problems, we passed with flying colors.
- Just a reminder there is a Planning Commission Meeting it will be May 5th at 6:00 p.m. The items on the agenda as previously mentioned are the Preliminary Plat and the revised Preliminary Plan for St. Clair Commons. If anyone has any questions they can ask me or stop in my office.

COUNCIL COMMITTEES

Terry Pugh: Before we move on to Council Committees I would like to bring up that we are still going on our tour of the Sewage and Water Plants starting now. However Doug and his wife were lucky enough to go to adoption and he was pretty well tied up last week. He is going to give me a call and from the dates that you all picked we will get something together next week or definitely the following week prior to our next meeting.

Finance, Libby Heintzelman - Not Present

Utilities, Frank Sabatino

- The Mayor talked about the metering installation system, that is about all for utilities

Police, Perry Jones

- We had our meeting and there are a couple of items that we would like to bring about, hopefully you have all had a chance to look at those. We would like to put the three way stop in on High Street and Windermere Drive. We want to purchase two LED stop signs. Do we need a motion to put a three way stop on High Street? **Al Davies:** Has it been a problem? **Jeff Henry:** No it has just been a neighborhood complaint. **Terry Pugh:** Is this permanent or just temporary? **Perry Jones:** The LED stop signs will be there for approximately a year and then we will be able to replace those so we will be able to use the LED lights in another place if we ever need them. The stop signs themselves will be permanent, it is a matter of safety. **Al Davies:** If that is your conclusion that you want stop signs in that location then at the next meeting you will have an ordinance for

passage. **David Trouten:** Just to clarify the LED lights are because it is something new to get your attention. **Perry Jones:** Right. **David Trouten:** They will come off down the road. **Jeff Henry:** They will come off the sign and be able to be used in another intersection that is having problems. **Perry Jones:** It has been a one way stop for 100 years so it is necessary.

- Also we would like to create a new position in the Police Department a union Lieutenant and they will be taking a test with the Civil Service Commission and there will be a small pay raise for that position. **Al Davies:** I didn't know about the pay raise, we will have to talk about this with the Bargaining Unit. **David Trouten:** I was going to ask how that was going. **Jeff Henry:** I discussed that with the Union Representative and he said you people can do it then the union has to apply to SERB and have that position certified. **Al Davies:** That is as far as recognizing the position. **David Trouten:** Is the bargaining done? **Al Davies:** Everything is done except wages and insurance. **David Trouten:** So this is something that will have to be thrown in if it is something we are going to do? **Al Davies:** Yes, I will have to follow up with Wes on this. If it is a position that he feels can be created I have no problem with that but if you are going to talk wages I need to talk to him. **David Trouten:** This won't mean a new hire. **Al Davies:** Same number of officers but someone moving up. **Jeff Henry:** The way the union contract reads any promotion to a higher level Sergeant, Lieutenant or Captain has to be tested by the Civil Service. This is not a new officer, this is not to replace an officer and to keep it in the union position then the union person can work. **Al Davies:** What kind of duties would this officer have? **Jeff Henry:** Patrol and take care of some of the stuff I can't take care of. **Terry Pugh:** I think one of the major things and I am not putting words into your mouth is if Jeff is on vacation he will take over. Now we have the Chief and all Patrolmen. **Jeff Henry:** It will just add some responsibility to one officer. **Perry Jones:** Then we will hold these two off until the next Council Meeting. **Mayor Vincenzo:** He does have a Civil Service test scheduled. I don't think we will have a problem with giving the Civil Service test. **Jeff Henry:** Do we need a motion on the floor to create this position, I don't believe you need an ordinance do your? **David Trouten:** How much will it cost us per year? **Jeff Henry:** \$2,000 per year. **Perry Jones:** Can we just leave the wages off? **Al Davies:** If Jeff wants to move forward to create this position that is his problem. **David Trouten:** So you are suggesting we can create the job not but not put the \$1 per hour more in until you can clarify that issue. **Al Davies:** If you want to move forward to the point that you have your testing ready to go until I talk to Wes. **Jeff Henry:** That is fine with me. A motion was made by David Trouten and seconded by Jim Weisgerber to move ahead with the process of Civil Service testing for a Union Lieutenant for the Police Department.

Roll Call Vote:

Bukmir	Yes	Sabatino	Yes
		Trouten	Yes
Jones	Yes	Weisgerber	Yes
Roll Call Vote	Five (5) Yes	Zero (0) No	Motion Approved

David Trouten: What about #2 on the list are we just going to table that. **Perry Jones:** There were some questions about the one so we are going to table it until the next meeting. **David Trouten:** Can we discuss it now? Who do we envision would apply for a \$30.00 per month lease permit in the lower two parking lots behind the Library? **Jeff Henry:** The parking lot is full if you look. With the \$15 fines if you are there more than two hours parking there. They are also parking clear down the back by the old cemetery. It is a well maintained lot. For \$1 a day I can't see anybody complaining. They could get a monthly pass or a six month pass. **David Trouten:** Would you set it up in such a way that local folks would get first chance like some of the businesses in town? **Jeff Henry:** However Council wants to do it but I think it should be first come first served. **Perry Jones:** It wouldn't be passed as an emergency so there would be plenty of time for people to come and ask about it. Would they get them at the Police Department? **Jeff Henry:** Yes or in the Mayor's Office. We will have a book there that says who has a permit. **Perry Jones:** It would generate about \$7,000 in revenue.

Street North Side, David Trouten: No Report

Street South Side, John Bukmir

- When the hot patch gets in they need to do the manholes. **Mayor Vincenzo:** They are prepared to start as soon as possible. Indications are that within the week the plants will be open.

Safety, Jake Olsavsky - Not Present

Building and Grounds, John Bukmir - The Mayor gave the report

Planning Commission, Jim Weisgerber - No Report

Fire District, Frank Sabatino

- Fire Board met on April 8th in regard to personnel . The highlight of the meeting was the Board has been working on a program for the employees in light of occurrences that happened within the Department. We approved an employee assistance program for all department members that will take effect immediately.
- The new fire truck that we have coming in we did order it from a Columbus, Ohio firm. I want to thank the voters and citizens in the Fire District for their support so we can maintain our vehicles and continue with our five year plan.
- Next meeting will be Wednesday, April 23rd at 4:30 at the Main Station
- **Terry Pugh:** When do they expect the new truck to be in? **Frank Sabatino:** Fourteen to Fifteen months.
- **Mayor Vincenzo:** How are you coming with the new Fire Chief? **Frank:** This Wednesday the interview committee will be attending our regular meeting. They have been reviewing the applicants and we hope at that meeting they will have finalized the number of applicants for interviews. We will set dates to call the applicants in and begin the interview process. Each one will get the same questions. It will take a little longer because we are relying on volunteers and working around their schedules. We are hoping for the near future.

Recreation Report, Libby Heintzelman - Not Present

Park District, Perry Jones - No Report

ORDINANCES & RESOLUTIONS

Law Director, Al Davies

I don't have any legislation for Council's consideration tonight. At the last Council Meeting I was provided documentation with no reasonable opportunity to read or review. If any of you ever have any documents that you want me to review at an open meeting of this Council I just hope that you would give me the courtesy of providing those documents prior to the meeting so I could have an opportunity to review them and comment about them. I think you all know my door is always open. I will make myself available. I would appreciate it if you would call the office, if you don't get hold of me at the office you can call my cell phone. One thing I would suggest City Business wise is that I got a call recently about a basketball hoop that faces the street in Mr. Sabatino's ward. Initially we thought we had an ordinance that prohibited that type of situation. As you go around you do see that we have that kind of situation. Some of them are the wheel ones that can be moved. The issue we have now is one that in the City right-of-way. We prohibit citizens from putting anything in City Right-of-Way. **Mayor Vincenzo:** The reason we prohibit things in the right-of-way is that water, sewer and some electric lines are buried in that area.

NEXT MEETING: The next regular scheduled meeting of the City Council will be Monday, May 5, 2014 in Council Chambers

There being no further business to come before Council, a motion to adjourn the meeting was made by Jim Weisgerber and seconded by Perry Jones.