

## AGENDA

### Meeting Notes

PERSONEL, JUDICIAL & GENERAL WELFARE, RECREATION, LIBRARY AND REGIONAL PLANNING

COMMITTEE MEETING

APRIL 16, 2013

Chair: William J. Rivera

Board Members: Stephanie Kiyak and Michael Michalski

Attendees : Roger Heyden, Tony Gugino, Al Zurawski, Chief Ortolano, Steve Neratko, Steve Purol, Nicole Waite, Dan Korszak and Gib Snyder from the observer. Fire Chief Ahlstrom is not present.

Meeting called to order at 4:30pm

Approval of previous meeting minutes for January 12, 2013 meeting motion was made by Councilman Michalski and were second by Councilwoman at large Kiyak.

Councilman Rivera addresses Roger Heyden and asks him to explain the process of filling (2) positions due to recent retirements. Roger referred to civil service rule. Positions must be posted. Exam must be given. One position was filled promotionally exam was given and test was passed. Certain departments have mandated staffing levels not relevant in this situation. Councilman Michalski asked about payout process for retirees and Roger explained there is one payout after one week as well as after four and six months.

Councilman Addresses Tony Gugino and asks him to explain overtime concerns in his department and how we can avoid vacancies. He also goes on to explain that new hires start at lower base and that the lack of head count is being covered by overtime currently so that could be step one. Step two Tony points out that overtime is down by 20 percent in the public works department and that his department does everything they can to provide the same kind of service with less people. He goes on to explain that the department that is in most need is water maintenance and goes on to explain when there is an emergency for example a water line break they have to call around to other departments to get someone to assist. He goes on to state that the streets department is down 50 percent staffing from just nine years ago. Rivera asks for updates on City projects. Tony explains phase 2 of bike path with be starting shortly as well as west end water line and millennium parkway. Water treatment plant upgrades are ongoing and blacktop will begin as soon as weather breaks. Tony also goes on to explain that we have received an additional 67,000 in chips money. Councilwoman Szukala asks about progress in millennium parkway project to address calls and concerns she is receiving and Councilman Michalski asks about assistance in City from prisoners. Tony explains new process in requesting assistance from prisoners must be in writing as that is different from the way it has been done in the past.

Councilman Rivera Addresses Al Zurawski and explains that he was recently invited to Citizens Advisory Committee meeting and asked for their informal assistance to with a code review. Rivera asked Zurawski if he had any ideas for where they could start. Al explained that certain parts of the code have been done in the recent past but he does have some recommendations that could be addressed. Fees and fines seem to be an area of need as well as the electrical code may need a review as well. Councilwoman at large Kiyak requested a date in which a letter will be written to the CAC. Councilman Rivera expressed that he would like to meet with Al Zurawski in short to discuss information and that a letter will be crafted by next Wednesday (4/24) and emailed to both committee members for review. Councilwoman Szukala asked about what work was going to be done with the property management proposal. In short the group agrees if work continues using city code as it is on the books will be the way to go versus rewriting city code. Councilman Rivera also goes on to explain that he has had conversation with Legislators Ahlstrom and Lori Cornel about the issue and that finding a way to address issues at another level may be something to look forward to in the future.

Councilman Rivera Addresses Chief Ortolano and welcomes him back after his recent car accident. Rivera asks for updates on the High School property. Chief explains that he will soon be getting together with Tony Gugino and they will be doing an onsite evaluation of the sign situation. He explains that there will be no moving of the crosswalk like discussed. He goes on to state that the new signs on Central Avenue are making a big difference. Stephanie asks that they make sure signs are consistent and wants to know when work will begin on all signs in the City. Tony Gugino explains that the sign machine is in and that there are four guys training on it right now. New signs will be address incrementally as needed.

Councilman Rivera addresses Steve Neratko and asks for updates on grants. Steve explains CFA is due in July. There were also two grants city was awarded sole and two grants we applied for with the College one in which we did not get. Steve implied there are only so many grants we can apply for and that the dredging and weeding of the harbor because of low water levels is going to be something we are going to need to address. Stacey asked about the main street grant and goes on to ask what is the possibility of rural ministries moving some of its locations in the Coburn block. Steve goes on to explain that it may be looked at considering the area is the main area in which the grant covers geographically. Steve goes on to explain the Arbor Day grant has been approved which entails \$1,000 and once we receive contract back from the state work will begin. Tony Gugino states that the large pavilion at the point is in bad shape that the roof is in need of work.

Councilman Rivera Addresses Steve Puro. Steve explains daily ticket writing process. He goes on to explain that he wrote two thousand three hundred tickets in 2011 and two thousand in 2012. He also explains he wrote out fifty thousand dollars in fines for which \$44,000 was actually collected. Rivera explains that he is very aware and appreciative of the job he is doing. Steve continues to explain the job that it entails and that the cooperation that he receives from other City Departments is very much appreciated. Councilman Michalski asks about addressing the cat issue that we have in the City and Steve explains that it is very difficult to handle. Tony begins to explain for public knowledge that the policy for reporting dead animals in the road is to call the Police desk and they will get a hold of Steve to

have the remains removed. Steve continues to explain the animal issues in the City. Rivera reminds everyone to please be safe as possible when handling any situation and to follow procedures.

Before adjourning Councilwoman at large Stephanie Kiyak has one last request that we do not have meetings up against council meetings in the future.

Councilman Rivera asks for motion to adjourn meeting which was motioned by Councilwoman Kiyak and was second by Councilman Michalski. Meeting adjourned at 4:24.