

**Seville Safety Committee
Meeting Minutes
2/23/2011**

I. Call to order at 6:46 PM Audio begins.

The meeting began at 6:35 PM and the Committee realized belatedly that the tape was not running. The audio began at 6:46 PM and a brief recap was given.

II. Roll call

Present:

Jim Lovejoy

Mayor Carol Carter

Richard Barbera was not present for roll call but joined the meeting in progress at 6:55 PM

Kathy Rhoads, Chair

III. Approval of minutes from last meeting did not occur because the Chairperson did not prepare them in time for the meeting. A draft copy will be posted as soon as they are ready and will be marked DRAFT. These minutes will need approved at the next meeting scheduled for Wednesday, March 23.

IV. Privilege of the Floor none came forward it will be offered again at the end of the meeting.

V. Chief's Report

A decision was made to give Roy Cunningham 10 days to respond to our offer. If he does not accept, he will move down in priority order and the offer will be extended to the next person in line.

Rhoads offered an opinion that if a position becomes available and the top three were not available from the last selection committee, the position should be posted and new resumes collected.

There was an accident involving our snow plow on Monday at 10:17 PM. The other driver was cited and there does not seem to be any liability on the part of the Village at this time. This information is provided as an FYI.

The vehicle grant for the additional police car is still outstanding. Grant bidders are to be notified in February. The Chief stated that the bid specifications for the cars are collected; it is just a question of whether we are ordering one or two vehicles. Once the grant has been awarded or denied the Chief will bring the appropriate bid specification to the committee for review.

Rhoads suggested that the committee consider adjusting level 5 patrolman by 2-5% consistent with the adjustments made in other departments.

Barb clarified that the potential increases were budgeted.

VI. Old Business and Legislation

- a) Officer recruitment – see Chief's report. Chair asked if there were any questions from the audience regarding recruitment and none were voiced.
- b) Coverage of district – Additional patrols continue in Pine Needle. Compensation time will be reduced this weekend due to Matt starting. Prior to this weekend the additional compensation time was running 20 to 24 hours.
- c) Training – There is continuing education required and it is available on-line.
- d) Update on New Cruiser – See the Chief's report above.
- e) Weapon qualifications - targeting August, but coordination with the range instructor has not been initiated due to other priorities in the department. This item will remain on the Old Business list for the next meeting.
- f) The committee discussed current step increases and any adjustments recommended for 2011. The Chair asked for committee input on increase of the established steps. The Chief stated that Joel has been frozen at his current level due to the pay freeze. Sgt. Reed will also be moving to the next level based on an anniversary date and completing the requirements.

Adjusting level 5 in the patrolman schedule will adjust all lower levels appropriately. The question posed to the committee was, do we recommend adjusting the scale for patrolman level 5 upward by 2 – 3%.

Barb Schwartz, an attending Council Person, asked the Chief to verify pay scale steps currently in place were not skewed by the Ordinance passed in February 2010. The Ordinance was named 2010-17. The Chief stated that the steps still work in the fashion that if you adjust level 5 the rest fall into line and correct itself.

Rhoads suggested that the committee consider adjusting level 5 patrolman by 2-5% consistent with the adjustments made in other departments.

Barb clarified that the potential increases were budgeted.

Vandalism prevention

- It is possible to install a light at the concession stand at Cy Hewit Park. BOPA and Parks are working together to get the needed light installed. Jon Sobczak, who was attending the meeting, verified that a date was not set for the addition of the light. He and Kevin Bittaker of BOPA are considering installing a motion detector light. There are no homes that will be affected by the addition of the light.

VII. New business

Barbera suggested that we thank Kent Excavating and the two employees that offered invaluable help to the residents, Streets and Police departments during the recent storm. Chief agreed that the help was significant. Agreed on a verbal thank you followed with a more formal thank you for council.

Brief discussion of the storm and how well the Village Streets / Parks and BOPA employees worked together to keep the streets within the Village limits passable for the residents.

VIII. Privilege of the Floor

Leslie Miller asked for clarification on the number of hours of training required for the police officers. Don Burson stated four (4) hours.

Allan Pipa Cedar Court suggested we post signage regarding the presence of the motion detector lights.

Billy Carter asked for clarification whether the amount money required for the pension plan is impacted by the proposed wage increase. The response was that all benefits and pension would be impacted and that the proper total amount was budget by Finance for 2011 if the stepped wage plan was increased. A clarification was made that tonight's discussion was a recommendation to Finance from the Safety Committee that any % increase was also extended to the Police Department. Once the Finance Committee has made their recommendation to Council a vote can be called. The Chair of Safety invited other members of council to add or subtract from the explanation of process that was outlined. Barb Schwartz verified the pension would increase the total amount of the wage impact by an additional \$3,000 - \$5,000. The wage increases at 3% for all employees would be less than \$20,000. Barb provided these numbers from memory, meeting notes from the Finance meetings can be referenced for any specific numbers.

The Chair incorrectly stated that the recommendation would likely be discussed at the next Finance meeting when a final committee recommendation to send to council was discussed. Barb pointed out the Finance has already made the recommendation to council so it will be on the agenda for the next Council meeting. Barb stated that she did not think it was necessary for the Police recommendation to go back to Finance before it was sent forward to Council. A lengthy discussion on process and procedure ensued.

The increase percentage of 3% was recommended from Streets/Parks.

Richard Barbera verifies it was already sent to Council and we can send our recommendation to Council- it will not be necessary to go through Finance.

At this point in the discussion, Chief Burson pointed out that the steps for Sargent and Chief were not adjusted based on patrolman level 5 and a separate recommendation would be needed to address what was to be done with the wage levels. A discussion of adjusting the patrolman's scale without a corresponding adjustment to the Sargent scale would result in patrolman making more than the Sargent. After a lengthy discussion the Safety Committee agreed to recommend adjusting the wage steps increases by 3% for level 5 patrolmen, Sargent and Chief.

Sue Cox, Red Oak Drive asked if every new officer is Ohio Peace Officer Training Academy, OPOTA certified. Chief Burson verified that all officers must meet minimum state standards, which includes OPOTA. All new officers hired must possess all the training and skills necessary to go to work.

Barb Schwartz asked for clarification on the update process from the weekly meetings with the Chief. The Safety Chair had suggested the updates from the weekly meeting be included in the Chief's report which is a regular part of the monthly Safety Committee Meeting. Barb is asking this to be reconsidered and return to the weekly email update. There was a discussion with Richard Barbera regarding initial intent. Barb Schwartz asked that we verify the number of meetings held since December 31 and on what dates and that all updates sent to all Council meetings as soon as possible.

There was a heated discussion on what meetings should be recorded with minutes, versus email updates and whether or not some items should be reported on separately from the Monthly Safety Meeting. The Chair called the meeting back to order.

The decision was made to return to a weekly update provided via email immediately after each weekly meeting with the Chief. Updates from meetings since Kathy Rhoads took over as Safety Chair will be sent as soon as possible.

Richard Barbera clarified that since the Mayor can vote in the event of a tie that having one member of Safety plus the Safety Chair is a potential violation of Sunshine law. Since the weekly meetings with the Chief are not meant as a public meeting forum, we will adjust the attendance of the meetings to include the Safety Chair Rhoads, Mayor Carter also acting in the role of Safety Director and Chief of Police Don Burson.

Coffee with the Chief event will be hosted in the Police Department with a small open house for those who attend.

Adjournment at 7:50 PM

Respectfully Submitted,

Kathy A. Rhoads 2/24/2011

Kathy A. Rhoads

Village of Seville Safety Committee Chair