

**NORTH RIDGEVILLE CITY COUNCIL
ADMINISTRATIVE COMMITTEE MEETING MINUTES
COUNCIL CHAMBERS – 6:45 p.m.
MONDAY, APRIL 1, 2019**

To Order:

Chairwoman Michelle Hung called the Administrative Committee meeting to order at 6:45 p.m.

Attendance:

Members present: Chairwoman Michelle Hung, Councilman Robert Chapek and Councilman Gregg Westover.

Also present: Mayor David Gillock, City Council President Kevin Corcoran, Assistant Clerk of Council Tara L. Peet, Auditor Jeff Wilcheck, Law Director Brian Moriarty, Councilman Dennis Boose, Councilman Martin DeVries, Clerk of Council Nancy Linden, Councilman Bruce Abens and Safety-Service Director Jeff Armbruster.

Approval/corrections to minutes:

Chairwoman Hung asked if there were any corrections to the minutes of October 1, 2018. No discussion was offered. The minutes stand approved as submitted.

Discussion regarding T 33-2019:

Chairwoman Hung asked the Administration for an explanation about T 33-2019.

Mayor Gillock stated he thought the Assistant Engineer would be hired under the new department head ordinance, but she was hired under the old ordinance. He noted that she had twenty years' experience and her direct supervisor supports this ordinance. He stated the Engineer could not be at the meeting because he was at the Indians game.

Chairwoman Hung asked for any questions or comments from the Administrative Committee.

Councilman Chapek asked if any of the people that follow the union contract in terms of benefits are having issue with the ordinance and asked if she was hired under the old ordinance.

Mayor Gillock stated he was unaware of anyone having any conflict with T 33 and did state that she was hired under the old ordinance.

Chairwoman Hung asked if the position was a salary, exempt position or hourly, non-exempt position and if the Engineer was her direct supervisor.

Mayor Gillock stated he was not sure if the position was hourly or salary. He stated he thought she was salary and eligible for overtime.

Safety-Service Director Armbruster stated she was a salary position but eligible for overtime.

Councilman Westover asked if she will have the ability to roll one week of vacation when she receives the three weeks' vacation.

Mayor Gillock stated yes.

Chairwoman Hung stated the Administration is presenting T 33 to give additional benefits that do not jive with what is place currently.

Mayor Gillock stated yes. He also noted the City has done this before. Mayor Gillock thought due to Ms. Eavenson's twenty years of experience, it was warranted.

Chairwoman Hung asked when Ms. Eavenson was hired.

Mayor Gillock stated he did not know.

Chairwoman Hung asked Auditor Wilcheck if he had that information.

Auditor Wilcheck stated he did not know.

Chairwoman Hung asked Assistant Clerk of Council Peet if she knew.

Assistant Clerk of Council Peet stated she was hired on September 17, 2018. She also stated she was a non-exempt, hourly employee hired under 2725-93 which tied her to the union contract affording her two weeks' vacation on her first anniversary.

Mayor Gillock stated what he is trying to do he felt was reasonable.

Chairwoman Hung asked Assistant Clerk of Council Peet what type of vacation Ms. Eavenson would get under the new hire department head ordinance.

Assistant Clerk of Council Peet stated the table was exactly the same as the old ordinance. The two differences are the employee would be awarded their vacation upon their first day of employment versus waiting until the one year anniversary and the Mayor can grant more vacation to the employee during the hiring process. Assistant Clerk of Council Peet stated Ms. Eavenson was hired September 17, 2018 and the new department head ordinance was not adopted until December 17, 2018. She reminded the Committee the original version the Mayor brought forward in May was rolling current employees from hourly to salary but all benefits stayed exactly the same to include vacation and when it was earned.

Mayor Gillock stated the confusion lied in the new department head ordinance that Council was working on.

Chairwoman Hung asked for any questions from any other Committee members or Council members. No discussion was offered.

Chairwoman Hung asked if anyone in the audience had any comments or questions. No discussion was offered.

Chairwoman Hung asked if this change will impact anyone else.

Mayor Gillock stated no.

Moved by Westover and seconded by Chapek to recommend City Council adopt T 33-2019 as submitted.

A voice vote was taken on the motion and it carried.

Yes – 3 No – 0

Adjournment:

Chairwoman Hung adjourned the meeting at 7:02 p.m.

Date Approved: _____

Tara L. Peet, MMC
Assistant Clerk of Council