

AGENDA FOR A FINANCE COMMITTEE
MEETING FOR TUESDAY, FEBRUARY 14, 2017
6:30 PM, SMALL CONFERENCE ROOM,
SECOND FLOOR, MUNICIPAL BUILDING

(Councilmen Stanley, Kuhl, Mercer, and Reynolds)

- I. CALL TO ORDER – Councilman John Reed, Chairman
- II. ROLL CALL
- III. MINUTES – meeting held November 10, 2016
- IV. NEW BUSINESS
 1. Requesting a substantial amendment (budget revision) to the Community Development Block Grant (CDBG) funds. Revision to be presented at the meeting by the Development Director.
- V. ADJOURNMENT

The Finance Committee of City Council met Thursday, November 10, 2016, at 5:30 PM in the small conference room on the second floor of the Municipal Building at One Government Square, Parkersburg, WV 26101.

The meeting was called to order by its Chairman, Councilwoman Nancy Wilcox, who presided over the meeting. Members attending included Councilmen Jim Reed, Warren Bigley, Roger Brown, John Rockhold, and Nancy Wilcox.

Others attending included Mayor Colombo, Joe Santer, Pam Salvage, Eric Jiles, Chief Matthews, Chief Martin, Mike Reynolds, Sharon Lynch, Angie Smith, Rickie Yeager, Rick Lemley, Mayor-elect Tom Joyce, and several City employees.

MINUTES – Mr. Reed moved, seconded by Mr. Rockhold, to approve the minutes from the meetings held October 4, 2016 and October 25, 2016, and the motion was adopted by unanimous vote.

ORDINANCE FOR 3 EMPLOYEES

MOTION – Mr. Rockhold moved, seconded by Mr. Bigley, to approve the ordinance to add an executive administrative assistant position in the Mayor's office as an H-7 employee; the Personnel/Legal Specialist will be an H-8; and assistant information Technology Technician for the Finance Department.

MOTION TO AMEND – Mr. Brown moved to combine the executive administrative assistant position with the personnel/legal specialist as an H-8 position, but there was no second to the motion.

City Attorney, Joe Santer, suggested this amendment not occur. Those positions were combined under Mayor Newell, and it was unsatisfactory, he said. He and the Personnel Director shared their secretary with the Mayor. These positions take special training and skills, and there are issues with confidentiality. The Mayor needs his own assistant, he said, as this position is many times the first face to our City building. They need people skills, and when the Mayor needs that person, they should not be shared. The change that Mayor Newell made was for cost savings, but it did not function, he said. It is difficult to pull one person three ways, but they have accommodated. This is a critical position, he said.

VOTE – the motion was adopted by majority vote with all members voting "yes" with the exception of Mr. Brown, who voted "no".

RESOLUTION for the three employees, \$36,150.00:

MOTION – Mr. Rockhold moved, seconded by Mr. Reed, to approve the request for the budget revision and refer on to Council, and the motion was adopted by unanimous vote.

5% PAY INCREASE ORDINANCE

MOTION – Mr. Rockhold moved, seconded by Mr. Reed, to approve the ordinance and refer to City Council.

MOTION TO AMEND – Mr. Brown moved to cut the increase from 5% down to 2 ½% and put the remaining funds in Capital Reserve Fund, but there was no second to the motion.

MOTION TO AMEND – Mr. Bigley moved, seconded by Mr. Brown, to cut the increase down from 5% to 2 ½%, and put the balance in the stabilization fund.

The amendment failed with Mr. Reed, Mr. Rockhold, and Ms. Wilcox voting “no”, and Mr. Bigley and Mr. Brown voting “yes”.

Chairman Wilcox turned the chair over to Vice Chairman Reed.

MOTION – Ms. Wilcox moved to cut the increase from 5% down to 2 ½%, and give the Police Department \$2.00 more per hour (but excluding the 2 ½%), but there was no second to the amendment.

Mayor Colombo stated that \$2.00 per hour for the police department was approximately \$305,000.00, leaving an insufficient amount for the 2 ½%.

Mr. Jiles stated that there was \$267,000.00 available through the carryover balance. The \$2.00 per hour plus 2 ½% would amount to \$275,000.00. When Ms. Wilcox asked how much was in the stabilization fund, Mr. Jiles said we had \$600,000.00 in that fund. Mr. Brown asked how much the increase would be for fiscal year 17/18, and Mr. Jiles said approximately \$520,000.00

MOTION TO AMEND – Ms. Wilcox moved for 2 ½%, plus \$1.50 an hour for the Police Department, but there was no second to the motion.

Ms. Lynch asked how much it costs us when we have to replace police officers who leave, and Chief Martin said it was about eight months’ salary, and Mr. Santer added the police academy costs. The academy is \$6,000.00 into the academy plus \$1,500.00, and the background check is \$900.00 per person.

VOTE on 5% increase – the motion was adopted by majority vote with Mr. Reed, Mr. Rockhold and Mr. Bigley voting “yes”; and Mr. Brown and Ms. Wilcox voting “no”.

RESOLUTION for the 5% increase:

MOTION – Mr. Bigley moved, seconded by Mr. Reed, to approve the revision and refer to Council, and the motion was adopted by majority vote with all members voting “yes” with the exception of Ms. Wilcox, who voted “no”.

These ordinances and resolutions will be on the agenda for November 15, 2016.

The meeting adjourned at 6:05 PM.

Respectfully submitted,


Connie Shaffer, City Clerk