

## CITY OF AMHERST, OHIO

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Minutes of the Finance Committee Meeting held July 15, 2024, at 7:00 P.M. Present in Council Chambers were Chairman Dembinski, Ms. Harmych, Mr. Heberling, Mr. Janik, Mr. Winiarski, Mr. Nahorn, President of Council Wasilk, Mayor Costilow, Safety/Service Director Jeffreys, Law Director Pecora, Assistant Law Director Ward, Auditor Phillips, and Treasurer Ramsey. Also present were 6 members of the Public and Mrs. Laura Kemp. Mr. Nahorn motioned to excuse Mr. Wachholz, as he had a letter on file. Seconded by Mr. Heberling. Vote 6-0 to excuse.

A-24-29 Authorization to submit an application to the Ohio Public Works Commission for State Issue 1 (Round 39) funds for the year 2025 for roadway improvements and repairs on S. Lake St; emergency

Mayor Costilow said these get awarded to us and they are really good projects. The S. Lake Street project will come with some sidewalk and sightline improvements so this is more than just the street improvement. Reminded all that this needs to be submitted in a timely manner, so asked for the emergency. Mr. Heberling motioned to send this to the floor of council with the emergency. Seconded by Mr. Janik. Voice vote 6-0 to send to the floor of council with emergency.

A-24-30 2022 Sidewalk Program (2023 Completion) Assessment  
Parcel Totals

Mayor Costilow explained that those residents who have their sidewalks repaired have a short time to pay the bill. This year he believes all the parcels but one paid their bill. This is the one that did not, so we have to go through the Process. The chair reminded council that because council voted in February to take a vacation for the month of August that it will require a suspension of rules at the council meeting. Mr. Winiarski motioned to send this to the floor of council as written. Seconded by Mr. Nahorn. Voice vote 6-0 to send to the floor of council with emergency.

Mayor Costilow is requesting an Executive Session before considering the three items regarding personnel. He suggested that we recess at this time, wait until 7:10 for the Building and Lands Committee to take place, and then return to Finance before recessing to Executive Session. Mr. Winiarski motioned to recess at this time. Seconded by Mr. Nahorn. Voice vote 6-0 to recess. The meeting recessed at 7:06 P. M.

(The Building and Lands committee meeting took place at 7:10 p.m.)

The Finance Committee Meeting resumed at 7:23 p.m.

Mayor Costilow asked Council to consider going into Executive Session to discuss personnel issues for agenda items A-24-28, A-24-31, and A-24-32. Mr. Nahorn motioned to go into Executive Session as requested. Seconded by Mr. Heberling. Roll call vote 6-0 to enter into Executive Session at 7:24 p.m. The Finance Committee resumed at 7:45 p.m.

A-24-28 To create a training/transitional employment position within the Treasurer's office for Income Tax Secretary

Mr. Ramsey said a good synopsis would be that their office has an Income Tax Secretary. That position reports directly to the Treasurer. That position is a Union position. Laura Kemp, who is with us, has been in this position for 26 years. She has decided to retire at the beginning of next year. Given that we are one of the few cities that do our own Income Tax processing and don't rely on an outside entity, it is a real credit to this city. They feel it would be good to get someone on the job training as soon as possible. They would like someone September 1 through January 31. The salary of that person is consistent with that position right now. That position requires a significant amount of skill and expertise especially in the specialized Income Tax software that we use. That person also talks to our collection attorneys and following up on all non filers. It's an important position and we need someone to work along Laura for a while to get it done the right way. The mayor indicated that while the city is waiting for some additional information from the union council has the option to table this until that information is received.

Mr. Heberling motioned to table this until a future finance meeting. Seconded by Mr. Nahorn. Voice vote 6-0 to table.

The chair indicated that if the information has been received then there will be a special Finance committee meeting on July 22<sup>nd</sup>, at 6:45pm.

A-24-32 An Ordinance Amending 0-23-03 establishing the salaries and benefits of the Amherst Fire Department; repealing all ordinances in conflict herewith; and declaring an emergency.

The mayor explained how this and A-24-31 are to fill the open position of Chief of the Fire Department. We want to promote from within if possible. Both of our Assistant Chiefs are willing to be promoted but we had to tweak the hours, benefits, and pay in order for the new Chief to work 30 hours. The change in hours will allow the workload to be spread between the new Chief and the Assistant Chiefs. A promotional test will be performed by the Ohio Fire Chiefs Association. The chair noted that while related the current discussion is for A-24-32. Mr. Heberling said he looks forward to when the City has a full time fire department and he's glad we're able to give our current members this opportunity. Assistant Chief Brandon Dimacchia, 169 Westchester Drive, stated they miss Chief Wilhelm tremendously but is happy to have this opportunity, and by either Mr. Dimacchia or Mr. Gates being able to continue he thinks the City will be proud of the department. Assistant Chief Tim Gates, 195 Spring St, also thanked council for this opportunity and that the city was able to come up with a unique solution in order to keep the department running smoothly.

Mr. Nahorn motioned to take this to the floor of Council with the emergency. Seconded by Mr. Heberling. Voice vote 6-0 to send to the floor with emergency.

A-24-31 An Ordinance Amending 0-22-56 establishing the salary, terms and other conditions for the Chief of the Fire Department of the City of Amherst, repealing all ordinances in conflict herewith; and declaring an emergency.

Mr. Winarski asked why the fire department contracts are handled on a different schedule than the other contracts. The mayor explained that normally they're all handled together but because of this change we're voting on them now but we'll bring them back together in the future.

Mr. Winiarski motioned to take this to the floor of Council with the emergency. Seconded by Mr. Nahorn. Voice vote 6-0 to send to the floor with emergency.

Mr. Heberling motioned to adjourn, seconded by Mr. Nahorn. Voice vote 6-0 to adjourn. The meeting adjourned at 8:03 P. M.

Brian Dembinski, Chairman  
Finance Committee