

**WARREN CITY COUNCIL
SPECIAL MEETING
APRIL 6, 2015 – 7:30 PM**

OPENING OF MEETING

Mayor Cashman presided over the April 6, 2015 special meeting of Warren City Council in Council Chambers of the Municipal Building and opened the meeting with the Pledge of Allegiance. Mayor Cashman stated that Council met in executive session immediately prior to this meeting in regard to personnel matters.

ROLL CALL

Members present and responding to roll call were: Mayor Maurice Cashman, Gregory Fraser, Samuel Harvey, Richard Kolcharno (via conference telephone), John Lewis, and James A. Zavinski, Sr. Howard Ferguson was absent. Mrs. Freenock, Mr. Holtz, Mrs. Leary, Ms. Nau, Chief Pascuzzi, Mrs. Risinger, Ms. Stapleford, and Chief Zydonik of City staff were also in attendance.

RECOGNITION OF VISITORS

Mayor Cashman welcomed all visitors. Present were:

- Pauline Steinmeyer, resident: Observing
- Josh Cotton: Times Observer reporter

CORRESPONDENCE

There was no correspondence to come before Council.

MEMORANDUM OF UNDERSTANDING: I.A.F.F. LOCAL 1835

Mrs. Freenock stated that the City's Bargaining Committee successfully negotiated an agreement with the Firefighters' Union, International Association of Firefighters, Local Union 1835, for the three-year contract period commencing January 1, 2015. The Bargaining Committee consisted of Mayor Cashman, Councilman Fraser, and Mrs. Freenock.

Mr. Lewis made the motion to approve the agreement with the I.A.F.F. Local 1835 for the three-year contract period commencing January 1, 2015. The motion was seconded by Mr. Zavinski and carried with five votes in the affirmative, one nay vote cast by Mr. Harvey, and Dr. Ferguson absent.

AMBULANCE II REPLACEMENT

Chief Pascuzzi noted that the 2015 Budget includes funding for replacement of Ambulance-II by Lease/Purchase. A single annual payment of \$35,551 due in the fourth quarter was budgeted, based on financing \$129,841 for four (4) years.

Proposals were solicited from Pfund Superior Sales, area distributor of Wheeled Coach and Lifeline Ambulances. Pfund is a PA COSTARS (state purchasing contract) vendor and, therefore, it is not required that the purchase be put to bid.

Pfund supplied six (6) options, with the favored option being a refurbished Lifeline box mounted on a 2015 Ford E-450 chassis. Chief Pascuzzi noted that Lifeline boxes are manufactured to a high standard to facilitate remount when the chassis needs to be replaced. Wear components of the box would be refurbished and the box will carry a 2-year/24,000 mile warranty. The final price of this unit would be \$118,604, which is under the budgeted amount. Chief Pascuzzi indicated that the final lease/purchase agreement would be presented to Council for approval.

Mr. Lewis made the motion to authorize replacement of Ambulance II with the Lifeline remount under a lease/purchase. The motion was seconded by Mr. Fraser and carried with six votes in the affirmative, Dr. Ferguson absent.

RESOLUTION NO. 2980: NON-BARGAINING UNIT COMPENSATION RANGES

Mrs. Freenock noted that there was a resignation in the Building Codes Department which resulted in the City twice soliciting applications for a new employee. During the course of interviews that were conducted, and through research as to the “going rate” for Code Officials in northwestern Pennsylvania, it became apparent that the salary rate offered by the City is low in comparison. Mrs. Freenock noted that there is a very limited pool of qualified applicants and an increasing market for their service. Therefore, it was requested that the salary range be increased in accord with the proposed resolution.

Mr. Lewis made the motion to approve the resolution establishing compensation rates for Non-Bargaining Unit Compensation Ranges. The motion was seconded by Mr. Zavinski and carried with six votes in the affirmative, Dr. Ferguson absent.

AUTHORIZATION TO HIRE PART-TIME CLERK

Mrs. Freenock stated that each member of the clerical staff has a full slate of duties. Thus, the absence of any one person puts a significant strain on other departments in trying to absorb the duties of the absent person. While this is manageable on a short-term basis, an absence of more than a few days has a significant impact on the workload and productivity of many.

Mrs. Freenock further stated that the clerical staff has been trimmed to the point that in most departments there is only one clerk and, therefore, only one person who knows the day-to-day clerical operations of that department. Therefore, she requested Council’s authorization to hire an additional clerk who will be cross-trained in all departments and will provide additional support to all departments as needed. Mrs. Freenock indicated that her intent is that this position will initially be on a part-time basis with the potential to move to full-time should the work load warrant such.

Mr. Lewis made the motion to authorize the hiring of a part-time clerk. The motion was seconded by Mr. Fraser and carried with six votes in the affirmative, Dr. Ferguson absent.

RESOLUTION NO. 2981: CITY BUILDING CODES FEES

RESOLUTION NO. 2982: BUILDING CODES FEES - MUNICIPALITIES

(The phone connection with Mr. Kolcharno was lost during this discussion)

Ms. Nau presented proposed amendments to the Building Codes Department Fee Schedules to offset the increasing administrative costs for the issuance of various permits and for the provision of inspection services. She stated that the proposed fee schedules reflect rates which are equitable for the City and for property owners both within the City of Warren and within the municipalities with which the City has entered into agreements regarding building inspection services. It was noted that the fees for Other Municipalities are slightly higher to compensate for the additional travel time and expense. There have not been any revisions to the fee schedule since 2011.

Resolution No. 2981: City Building Codes Fees

Mr. Fraser made the motion to approve the resolution establishing the Building Codes Department Fee Schedule for the City of Warren. The motion as seconded by Mr. Zavinski and carried with five votes in the affirmative, Dr. Ferguson and Mr. Kolcharno absent.

Resolution No. 2981: Building Codes Fees for Other Municipalities

Mr. Fraser made the motion to approve the resolution establishing the Building Codes Department Fee Schedule for Other Municipalities. The motion was seconded by Mr. Harvey and carried with five votes in the affirmative, Dr. Ferguson and Mr. Kolcharno absent.

ADJOURNMENT

There being no further business to come before Council, Mayor Cashman declared the meeting adjourned.