

MINUTES
City of Geneva
August 24, 2015

7:00 p.m.

Tim Miller opened the Council Meeting at 7:00 p.m.

Roll Call – Tim Miller, Howard Anderson, Susan Hagan, Mike Shupska, David W. Per Due, William Buskirk and Philip Cordova

Pledge of Allegiance to the Flag was said and prayer was offered by Rev. Raymond Baker – Faith Freedom Fellowship.

Motion was made by Susan Hagan to approve the minutes of the August 10, 2015 Council Meeting, seconded by Howard Anderson. Roll call, 7 yeas. Motion passed.

Presentation – Police Department – Chief Dan Dudik, Presenting.

The Annual Jail Inspection by the Ohio Department of Rehabilitation and Correction was conducted August 20, 2015. The inspection took approximately three hours. The inspector reviewed policies and procedures and conducted a physical check. The City was notified of the areas that would be inspected. This year the focus was on reception, classifications, security, housing, sanitation, environmental conditions, medical, food services, recreation, administrative segregation, staffing and staff training. Those standards are enforceable through the State of Ohio. The City prepared a booklet and for three hours reviewed with the inspector those areas of the State standards. The City did very well. The report is expected to be received in the next thirty to sixty days.

There were two areas the inspector requested the City review. The first is fire drills. The City currently does four fire drills per year. The State would like the City to do fire drills on a quarterly basis rather than just four times per year. The other area they wanted the City to review is the hourly check. When the City first began running the jail, the City was able to do a check every hour. The State has changed that due to incidents within the jails, suicides, and medical conditions; especially in jails without corrections officers. The current requirement is to check on the prisoners, physically go in the jail cell, every sixty minutes. The State no longer allows the prisoner to be checked at 1:00 p.m. and then maybe at 2:45 p.m., it must be every sixty minutes. This is more difficult for the City's officers as the City does not have corrections officers. The City has improved over the last few years. Based on the review, the City may receive their best inspection to date.

The standards are getting stricter. The State is revising the standards. The number of rules and regulations are so large it takes quite a bit to try to change them. There are essential standards and secondary standards. If the City is not in compliance, the State can close your jail or take over the jail.

Chief Dudik commended Captain Greg Wiley and Administrative Assistant Laurie Donatone for their work in putting the documents together for the inspection. It is important that the policies

and procedures be written correctly. Written incorrectly, the City could be deemed non-compliant, they will give you thirty days to correct it, if not corrected it can result in sanctions.

The previous jail inspection found the City to be deficient in providing nutrition, fresh vegetables, fruit, fresh items to meet the criteria. The City was given thirty days to rectify the deficiency, which was done.

The old police cars are still on the road. The Chief hopes to have two of the new cars on the road next week. The special equipment for the cars is built when ordered. Additionally some of the items are special orders. The fuel savings technically required a license to install; our local installer now has that license. As soon as those cars come in, the City will be able to take two more cars out of service and get the next two cars in the works.

The county-wide CAD had been delayed for a number of weeks. The State of Ohio Law Automated Enforcement Data Systems ("LEADS") which controls the automated data systems for law enforcement was working with the EMA County Sheriff to approve the diagrams and proposals for the county-wide system. Currently LEADS is run through a local police department. The local police department has a LEADS terminal, LEADS computers and is responsible through a terminal agency coordinator. There are special people in the department that are responsible for LEADS. A county-wide system is different as there are different entities (police departments) that are under one CAD so the State of Ohio had to approve any changes in the Sheriff Departments system as the Cities will be accessing their LEADS terminal. Last week the State approved the initial stages for the County. On Friday, the City's local area provider (Suite 224) sent in our diagrams for the City's system. Chief Dudik received the ticket that it is in process. The City LEADS now needs to be confirmed.

ID Networks has ordered the equipment for the City's CAD. The remote communications PC has been installed. The City's local records server (Records Management System) was installed by Suite 224, was reinstalled with the operating system last Thursday. The City is now waiting for ID Networks to install and to provide training. The City is looking at late August to early September for scheduling of the training for the police officers and dispatchers.

The City anticipates working with the CAD sometime in November.

The EMA which is running the CAD has indicated that they would like Geneva to be a backup for the CAD System, a secondary server. This has not become official yet. Geneva could become the secondary to take care of the County. The City is now in talks on what would make the City the secondary and what would be needed to do that.

Ohio Police and Pension has been reviewing one of the City's officers for disability. The officer has been off since February. His case will go before the Board August 26th. The City should have information in early September on the results of that hearing.

The City's change from local to the County will result in the local data going to the County. The primary terminal will remain in house. The secondary mobiles will go through the County. The technical and data audits will remain the same. The Police Department will have the same amount of paperwork. Anything that happens in the cars computers under the City's header will still remain the responsibility of the City.

Two years ago the Jail Facility went from a five day facility to a twelve day facility. At that time the medical, nutrition, and other standards changed. The previous jail inspection was approximately an hour and half to two hours. The inspection just performed was three and half hours, this was quick because the book was prepared. The reason the City went from five days to twelve days is that there is no jail space. Once the inmate met their five days, there was nowhere for them to go. The State resolved this by making the jails twelve days; however, that kicks in more requirements, which increases cost.

Mr. Buskirk requested that the Police Department provide a cost benefit analysis on moving from a five day facility to a twelve day facility.

There is no longer a five day facility. There is a twelve hour hold facility for processing before the person is transferred to the County Sheriff and a twelve day facility. The next step would be a full service facility which would require on staff medical.

In order to be a twelve hour facility, you have to have space at the County Jail to transfer. The City knows the County Jail does not have space.

Should the officer now on sick leave not be in agreement with the Board decision, the officer will have an opportunity to appeal. If the officer agrees with the disability decision, the officer would resign from employment and go on disability. At that time the City would be able to hire a new officer. The City would still need to buy out any remaining vacation accumulated by the officer. The City is currently, and has been since February, using overtime and other officers to cover the shifts. The City does not have anything budgeted for a buyout.

The training for the CAD will be conducted by ID Networks. ID Networks will come in with their equipment and laptops and schedule training. There will be specialized training on the jail management software, evidence software, accident reports, and general records management software. The City hopes to schedule four officers at a time. Conneaut has just completed the training. The feedback from the dispatchers was good. The Chief has not spoken to any Conneaut Officers regarding the new software.

Citizens –

Mr. Miller read a proclamation for: Geneva Football Day. Coach Sorber and members of the Geneva Football Team accepted the Proclamation.

Ms. Hagan commended Ms. Parks and the Grapettes on their work in putting together the senior ball at the Community Center. Over 135 people were in attendance at this year's event. This is the events third year.

Susan Hagan made a motion at 7:25 p.m. to go into Executive Session to discuss personnel – City Manager and Finance Director Appointments. Howard Anderson seconded the motion. Roll call. 7 yeas. Motion passed.

Susan Hagan made a motion at 8:02 p.m. to reconvene. Phil Cordova seconded the motion. Roll call. 7 yeas. Motion passed.

Items for Consideration of Council –

Ordinance No. 3170. An Ordinance to Amend the 2015 Budget Through Appropriations and Fund Transfers, Attached Hereto and Marked Exhibit “A,” and declaring an emergency.

Motion by David W. Per Due, seconded by Philip Cordova to declare Ordinance No. 3170 an emergency measure. Roll call, 6 yeas, 1 nay. Roll call on passage, 6 yeas, 1 nay. Ordinance No. 3170 duly passed.

Resolution No. 3326. A Resolution Authorizing the Acceptance of the Bid of Bain Enterprises for the Purchase of a Valve Maintenance Trailer, and declaring an emergency.

Motion by Susan Hagan, seconded by Philip Cordova to declare Resolution No. 3326 an emergency measure. Roll call, 7 yeas. Motion by Susan Hagan, seconded by Howard Anderson that the rule of law requiring certain Resolutions be read at three separate meetings be waived and suspended and Resolution No. 3326 be placed on the final roll for passage. Roll call, 7 yeas. Roll call on passage, 7 yeas. Resolution No. 3326 duly passed.

Resolution No. 3327. A Resolution to Confirm Douglas G. Starkey as City Manager and declaring an emergency.

Council appointed Mr. Starkey in February. Mr. Miller stated that Doug Starkey has done a great job. Mike Supska stated that Mr. Starkey has done a good job. Susan Hagan stated that many people have told her that Mr. Starkey is quick to respond. Mr. Anderson stated that Mr. Starkey knows the history of the city from the JEDDs through today.

Mr. Per Due stated that Council is out of order by discussing the City Manager appointment in executive session. Everything should have been said during Council.

Motion by Howard Anderson, seconded by Philip Cordova to declare Resolution No. 3327 an emergency measure. Roll call, 6 yeas, 1 nay. Motion by Howard Anderson, seconded by Susan Hagan that the rule of law requiring certain Resolutions be read at three separate meetings be waived and suspended and Resolution No. 3327 be placed on the final roll for passage. Roll call, 6 yeas, 1 nay. Roll call on passage, 6 yeas, 1 nay. Resolution No. 3327 duly passed.

City Manager’s Report -

Mr. Starkey stated that any council member wishing to attend the Best of the County Dinner should contact Tammy Shuttleworth.

Leadership Ashtabula is taking applications. If any council member would like to participate, the City would need to know tomorrow.

The North Avenue Bridge project is being re-bid in October. The belief is that the price will come done with a winter/spring project.

The City thanked Charlie Huff and John Hnath for the painting at Memorial Field including the playground, the buildings, goal post, and scoreboard. The City would also like to thank Mike Shupska and his crew for pouring the concrete. A lot of people volunteered on this project.

Little League has asked about doing parking on Route 20 during the Grape Jamboree.

The City met with the Deputy Director for ODOT regarding West Main Street. The meeting was encouraging.

ODOT is scheduled to pave E. Main Street in 2021. There is a possibility of moving up the E. Main repaving.

The volume of volunteers on the playground project is impressive. Gina Monahan volunteered her time to paint a dragon.

There will be football games at the field all day next Saturday.

Mr. Starkey commended the city employees for their work on the playground project, the walking path and the flowers downtown.

Unfinished Business – None.

New Business –

Mr. Cordova stated that a resident of the Nantucket Subdivision inquired about the high grass at the west side of Marvin. The resident has contacted zoning. The property is owned by Bill Douglas. Mr. Starkey stated that there is a field between Nantucket and the houses. Lauren Gardner, Amanda White and Mr. Starkey have all looked at it. Bill owns several lots, the others are mowed. It is not a developed lot and cannot be mowed.

Mr. Per Due stated that a home on Cedar Street has fifteen to twenty chickens. Mr. Starkey stated that chickens are allowed in the city limits under current zoning code. The City is working on a redraft of the zoning code this can be addressed.

Payment of Bills – None.

Committee Reports –

A Finance Committee was held prior to the council meeting to discuss House Bill 5 which forces cities to change their policies. The result will be a new ordinance which will have three readings. The City has no choice but to pass the new ordinance.

Along these same lines, Senate Bill 198 has been introduced. Citizens should take notice.

Citizens – None.

Howard Anderson made a motion at 8:21 p.m. to go into Executive Session to discuss Collective Bargaining Matters. Susan Hagan seconded the motion. Roll call. 7 yeas. Motion passed.

Howard Anderson made a motion to reconvene at 9:02 p.m. Susan Hagan seconded the motion.

Roll Call

7 yeas. Motion passed.

Mr. Miller stated that Council would be adding another Resolution to the Agenda.

Resolution No. 3328. A Resolution Approving the Proposal for Legal Services Relating to 2015 Collective Bargaining Negotiations, and declaring an emergency.

Mr. Buskirk stated that he would like more time to review this and will vote no. Mr. Per Due agreed.

Motion by Howard Anderson, seconded by Susan Hagan to declare Resolution No. 3328 an emergency measure. Roll call, 5 yeas, 2 nays. Motion by Howard Anderson, seconded by Susan Hagan that the rule of law requiring certain Resolutions be read at three separate meetings be waived and suspended and Resolution No. 3328 be placed on the final roll for passage. Roll call, 5 yeas, 2 nays. Roll call on passage, 5 yeas, 2 nays. Resolution No. 3328 duly passed.

Council meeting adjourned at 9:12 p.m.

Recorded by: Phyllis Dunlap
Clerk of Council

President of Council

Clerk of Council