

COMMITTEE MINUTES

SAFETY COMMITTEE

October 01, 2014

MEMBERS PRESENT: Chief Buchert, Mayor Clark, Marty Hura, Giles Seith, Ben Prescott

MEMBERS ABSENT: Matt Roosa, Bill Zoller

OTHERS PRESENT: Linda Wilke, Jen Sobczak, Dave Pfeiffer

CALL TO ORDER: Giles Seith called the meeting to order at 6:00p.m. Motion to excuse Bill Zoller made by Ben, 2nd by Marty, all ayes. August 06, 2014 minutes were reviewed. Motion to approve minutes by Giles, 2nd by Ben, 2 ayes, Ben abstained.

OLD BUSINESS:

- ❖ Reports- Overtime, Appropriation Status, Vendors and SRO handed out. All reports on file, Chief noted that October wage expenses will be up due to 3 pay periods instead of 2.
- ❖ Alarm System- Draft was sent to Michele for review, copy of her reply included in packet, she has indicated that we cannot legislate outside the village boundaries. Alternative is to re-negotiate the contract. The contract is continuous unless either entity wants to make amendments. We are obligated by our contract to provide services for the alarms, if the alarm systems fails we can ask Hiram Police Department for assistance in purchasing a new alarm system. Michele recommends generating a letter stating any new alarms have to be approved thru Hiram Police Department, at that time Hiram Police will be charged for the increase and extensive work required. Committee discussed and agreed. Chief will meet with Police Chief and Fire Chief for Hiram.
- ❖ Siren Tower/Flag- Moving forward with getting quotes for lighting, landscaping, sand blasting, tree trimming and removal. At this time 1 tree will be removed and 2 trees trimmed. DMRC is dealing directly with the contractors and quotes. As this information comes in Chief will forward to the Mayor and Committee to let them know.
- ❖ Copy Machine- Contract has been signed with ComDoc for the copy machine. 5 year contract at \$219.00 per month from \$242.00 per month. This includes service and supplies and from 2000 black and white copies to 6700 and from 0 to 200 color a month with no charge. This should eliminate the quarterly bill and save the Village money.
- ❖ Citizen- I have met with Tiffany Olson about her concern with the drug issue. We are going to set up a meeting with the school and look at options and work together. Suggestions are to better educate and prevent drug activity.

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NEW BUSINESS :

- ❖ Handbook- A few sections need attention and changed in the current handbook, Committee discussed –
 - *Clerks Position- with the abolishment of the Asst. Clerk Position there is a conflict in job description for Clerk.
 - *Promotions- currently promotion has to be posted for 10 days in government buildings. This allows everyone to apply for that promotion. Promotion should come from department head and Mayor's office, then to Council. There are no regulations stating that it has to be posted.
 - *Absence of Dept. Head- currently a department head on leave for an extended period the Chain of Command is followed. Per ORC and recommendations Council could choose who should fill the vacant position until the person has returned. At that time the person filling in can return to their normal position and duties.Committee agreed and motion made to move forward with the changes by Ben and 2nd by Giles, all ayes.
- ❖ Complaint- We have received a complaint about a vehicle damaged while doing a lockout. The estimate for repair was \$37.55, work has been done by Perfect Choice and vehicle owner is asking for reimbursement. Chief and Committee discussed and agreed to provide Clerk with information and reimburse the vehicle owner.
- ❖ High Street Bridge- We have started enforcing load limit for truck traffic over the High Street Bridge. We have spoke to a local company ref. their loaded trucks and advised. Therefore, we need to pay attention to our own equipment using the bridge also. Committee discussed possibility of limiting truck traffic on secondary streets. Bridge is scheduled for repair next year per the County.

ITEMS RECOMMENDED TO COUNCIL: None

ITEMS REFERRED TO FINANCE COMMITTEE: None

ITEMS REFERRED TO PARK COMMITTEE: None

ITEMS REFERRED TO SERVICE COMMITTEE: Parking Amendments

ITEMS TABLED:

NEXT MEETING: November 05, 2014 @ 6:00 p.m.

ADJOURNED: Meeting adjourned at 6:40 p.m. Motion to adjourn by Giles, 2nd by Ben, all ayes.