

Committee of the Whole

January 12, 2016

Present: Mayor Vulich, Council Members Gassman, Seeley, McGraw, Determann, O'Neill, Allesee, City Administrator, City Attorney, City Clerk, Press and interested citizens.

1. Police Revenues – Kevin Gyrion

Police Chief Gyrion presented a list of proposed options for revenues. He stated that the charges are not punitive in nature, they are to help allay some of the personnel and administrative costs associated with services that are provided by the Police Department.

He proposed a \$50.00 Administrative fee for towed vehicles that are towed due to police requests. Vehicles will be towed for law violations only. The fees charged for these services will help to offset the wages and the materials that are expended by department personnel on these vehicle tows. He stated that the CPD towed 116 vehicles in 2014 the potential earnings to the city with a \$50.00 administration fee would have been \$ 5,800.00. In 2015 the Department towed 347 vehicles which would have earned the city a potential of \$ 17,350.00. He continued in stating that he was recommending this fee along with a more stringent policy for the towing of more vehicles.

Chief Gyrion recommended charging a \$10.00 Administrative fee for copies of CPD reports, such as traffic accident and incident reports. He stated that we currently receive \$6.00 from a processing company that charges consumers, (insurance companies and Attorneys) \$12.00 per copy. He continued in stating that the current policy is to provide a free copy of a report for the six months following the issuance. He further stated that he is recommending ceasing changing this policy. The main reason for attaining a copy of any accident report is for insurance purposes or litigation. Insurance companies and attorneys are prepared to pay for these services and certainly do in other cities. The fees that we charge will help to offset the cost of our employee researching the incidents and providing copies of the case.

Chief Gyrion advised the Council that in 2015 the Department received \$2711.00 for copies of reports, this amount can be expected to double with implementation of this policy

Chief Gyrion recommended charging a \$25.00 per DVD copy of police reports and video recordings. He stated that the Department is currently charging \$10.00 per DVD, which only covers the cost of the DVD and not the research, time, and equipment used to make these copies, and \$6.00 research fee and .25 cents per page. He continued in stating that this would also bring the Police Department in line with what the Fire Department charges. He further stated that the potential income of this policy could be approximately \$1,500-2,000 per year.

He stated that he was recommending a salvage vehicle inspection program at CPD at a rate of \$30 for each inspection. He continued in stating that the Iowa DOT runs this program and they receive \$10 for every \$30 inspection, so the City would retain \$20 per inspection. This program provides a service to the community and a small source of revenue to cover the cost of the officer's time. He further stated that this service will generate revenue as well as keep the CPD informed of any potential auto thefts in the area.

Mayor Vulich inquired regarding whether a vehicle would be towed due to an arrest or because of a snow emergency. Chief Gyrion stated that if there is a violation of the law a vehicle will be towed.

Councilmember O'Neill inquired regarding whether the police charge for towing is above the towing company charge. Chief Gyrion stated that it is above the tow charge.

M/S, Allesee-O'Neill moved to forward the proposed Police Revenues to the next City Council agenda. On roll call, carried unanimously.

2. Clinton Junior Baseball Lease Renewal – Gregg Obren

City Administrator Kinser stated that the lease will be up with Clinton Junior Baseball (CJB) and since the Pony League is being taken over by the CJB it is necessary to amend the lease to include the Miller Lueders and the Babe Ruth fields. Recreation Director Gregg Obren advised the Council that the CJB has just started having meetings and has approved the lease.

Councilmember O'Neill inquired regarding what the City leases Honeywell Park baseball complex and George Morris Park baseball field for. Director Obren stated that they lease the fields for \$1. Councilmember O'Neill further inquired regarding what the City leases Miller Lueders and the Babe Ruth fields for. Director Obren stated that they are also leased for \$1. He continued in stating that they are responsible for everything except the structures. Councilmember Gassman stated that someone should address the restrooms. They are very bad. He inquired regarding who inspects them. Director Obren stated that the CJB inspects them; however, if they are in bad shape the Parks employees do since mowing the fields is the City's responsibility. Councilmember Gassman inquired regarding what will be done to alleviate the washing out of the parking area at Honeywell Field. Director Obren stated that this issue is being discussed and there may be some kind of an asphalt over the curb so water will pond where it should.

Councilmember Determann stated that he thought the City did away with the \$1. Director Obren stated that if it is for a charitable and public purpose it is acceptable; however, the City can address issues at the fields.

M/S, Determann-Seeley moved to forward the Clinton Junior Baseball lease renewal to the next City Council agenda. On roll call, carried unanimously.

3. Solid Waste Staffing Issues

City Administrator Kinser stated that 6 employees are needed each of 260 service days to run 3 recycling routes and 3 garbage routes. The total number of vacation days for the 6 employees is 75 with an additional 12 personal days. This includes some employees with less than a year of service, who will be earning vacation time. The AFSCME Collective Bargaining Agreement allows for more than 1 person to be off at the same time. Which leaves 34% of service days with a shortened Solid Waste crew. This does not take into consideration any sick days or Workers Comp injuries or other paid or unpaid leaves. She continued in stating that any injury incurred on the job tends to be a long duration injury. She further stated that she was requesting the authority to hire two permanent part-time Solid Waste Equipment Operators, as soon as possible.

Mayor Vulich stated that he thought the new trucks would cut down on injuries. City Administrator Kinser stated that some employees have to lift the recyclables. Mayor Vulich stated that if the City goes to single stream recycling it will cut down on injuries. The City would save money and would only need to collect twice a month.

Councilmember Allesee inquired regarding whether the new hires would stay on staff after the person on sick leave returns. City Administrator Kinser stated that they would stay on staff which will allow for cross training.

Councilmember Determann stated that if the City went to single stream recycling and the routes were reconfigured it may free up one day for the employees to perform street work. City Administrator Kinser stated that the City would need to wait and see what Augustana comes up with for routes. Mayor Vulich inquired regarding when the route structure would be completed. City Administrator Kinser stated that we may not see the final report until April or May. Councilmember O'Neill stated that this should be incorporated in the budget and wait to see what Augustana comes up with.

City Administrator Kinser stated that if nothing is done to address the staffing shortfall in Solid Waste there will be minimal staffing in the Street Department for the next 7 months. Starting in

February, two Street Maintenance Equipment Operators will be on Solid Waste daily, leaving only 4 remaining employees in Streets. Mayor Vulich inquired regarding whether the two employees would be trained to plow streets. City Administrator Kinser stated that they would. Councilmember Seeley inquired regarding the time it takes to train the employees. City Administrator Kinser stated that it depends on the availability of people. Transit and Fleet Superintendent Dennis Hart stated that it takes three to four weeks. Councilmember Seeley inquired regarding whether the City is obliged to keep the permanent part-time employees. City Administrator Kinser stated that the City is not obliged to keep any employee. She continued in stating that after four months of employment anyone who is part-time under AFSCME is considered a permanent employee.

Councilmember O'Neill stated that he would approve of a compromise for a temporary part-time position for four to six months. If the employee is no longer needed then they are terminated. Councilmember Seeley stated that he would hate to see services deteriorate and if it helps in the meantime it is ok.

M/S, Determann-O'Neill moved to forward two temporary part-time Solid Waste employees for four months to the next City Council agenda. On roll call, carried unanimously.

In discussion before roll call, Councilmember Gassman inquired regarding whether employment with the temporary part-time employees could be renewed if needed. Councilmember O'Neill stated that hopefully something will happen in four months. City Administrator Kinser stated that in the third month we will re-evaluate the need for the positions and if they are still needed they would be considered permanent part-time. Superintendent Hart stated that he has had permanent part-time employees for 30 years. City Administrator Kinser stated that if they exceed 29 hours a week the City must offer them health insurance.

4. Mayor & Council Member Updates

There were no updates from the Mayor or Council Members.

Respectfully Submitted,

Pat Van Loo
City Clerk