

INDIAN SHORES

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ADMINISTRATIVE AND FINANCE COMMITTEE

MINUTES - JANUARY 10, 2017

The Administrative and Finance Committee convened at 4:30 P.M.
Those present were: Mayor Soranno, Councilor Schear and Art Newsome,
Citizen Member.

Also Present: Councilor Hackerson; Councilor Smith; Chief Hughes; Elaine Jackson, Town Clerk; Susan Scrogam, Director of Finance; Bonnie Dhonau, Town Administrator; Larry Schear; and Don Vinel.

ITEM # AGENDA ITEM

A moment of silence was observed in honor of Mayor James Lawrence who passed away on December 26, 2016.

1.0 Consideration of approving Committee Agenda for January 10, 2017.

Motion by Art Newsome – seconded by **Councilor Schear**, to approve the Committee Agenda for January 10, 2017. **Motion carried 3-0.**

2.0 Comments from the public on any Agenda item.

There were no comments.

3.0 Consideration of approving the hiring of Emily Smoak as a permanent, full-time employee, with a raise in rank to "Major" and the title of "Deputy Chief."

Chief Hughes stated Captain Smoak has been part-time for only 6 months, and is doing a great job in the day to day operations. She would like to go full-time. She will receive no benefits, except the police pension.

James J. Lawrence
Mayor

Patrick C. Soranno
Vice Mayor

Michael (Mike) Petruccelli
Councilor

Diantha Schear
Councilor

William F. (Bill) Smith
Councilor

Bonnie Dhonau
Town Administrator

Terry E. Hughes
Chief of Police

Susan L. Scrogam
Director of Finance
and Personnel

Elaine N. Jackson, MMC
Town Clerk

Gregory Yantorno
Building Official

Regina Kardash, Esq.
Town Attorney

Mayor Soranno stated Captain Smoak is planning a training session relative to "Active Shooter" program and will administer to employees first, then open it up to Town residents.

Motion by Councilor Schear – seconded by **Art Newsome**, to approve the hiring of Emily Smoak as a permanent, full-time employee, with a raise in rank to "Major" and the title of "Deputy Chief." **Motion carried 3-0.**

4.0 Consideration of approving change of working hours for Fran Meegan, Administrative Assistant to the Police Department.

Chief Hughes stated Ms. Meegan would like to work 8 AM to 4 PM, instead of 8 AM to 6 PM, as there is seldom any phone calls or walk-ins from 4 PM to 6 PM. This will mean a \$5,000 savings for the department. Her accrued vacation and sick time hours will drop down to 4 hours per pay period.

Motion by Art Newsome – seconded by **Councilor Schear**, to approve the change of working hours for Fran Meegan, as recommended by Chief Hughes. **Motion carried 3-0.**

5.0 Consideration of recommending approving the purchase of three refurbished vehicles for the police department.

Chief Hughes explained more than \$37,000 had been allocated in the capital improvement budget to purchase a new vehicle for the police department. However, the fleet is getting old and he has been evaluating other alternatives to purchasing brand new. For less than the cost of a new vehicle, the department can purchase three refurbished vehicles, with life expectancy of 4 years and a savings of \$4,000. A donation of \$5,000 that was given to the department will be used to partially purchase extended warranties.

Motion by Art Newsome – seconded by **Councilor Schear**, to approve the purchase of three refurbished vehicles for the police department. **Motion carried 3-0.**

The Administrative and Finance Committee adjourned at 4:45 P.M.



**ELAINE JACKSON, MMC
Town Clerk**