

**SALARY COMMITTEE
MEETING MINUTES
MONDAY, January 25, 2016**

*The Salary Committee met Monday, January 25, 2016 at 7:00 PM in the Council Chambers at the Knisely Centre.
In attendance were Salary Committeepersons:*

*Mr. Darrin Lautenschleger
Mr. Dean Holland
Alternate: Aimee May
Committee Chairperson Mr. John Zucal.*

Excused absence:

Mr. Greg Popham

Guests were:

*Mayor Joel Day,
Law Director Marvin Fete,
Service Director Ron McAbier,
Auditor Beth Gundy
Treasurer Tom Gerber
President of Council Sam Hitchcock,
Council Clerk Julie Courtright,
Councilperson Mrs. Cheryl Ramos,
Councilperson Mr. Kelly Ricklic,
Councilperson Mr. Rob Maurer
Fire Chief Jim Parrish*

Salary Committee Chairperson, John Zucal called the meeting to order at 7:00 PM.

Mr. Zucal thanked everyone for coming to the meeting.

And mentioned that the purpose of this meeting is to discuss Mayor Day's request for income tax review committee assignments or appointments.

Mr. Zucal: Mayor Day had brought this to the attention of the Salary Committee in 2015 before the start of the New Year. I'm going to turn it over to Joel to share his thoughts on what he'd like to see out of this and explain a little about what the committee does do.

Mayor Day: The new income tax ordinance that Council passed in December complies with the changes made to Ohio Revised Code Section 81718 which is Municipal Taxation. Part of those revisions include creation of a Board of Tax Review. Two of the members are appointed by City Council, one member is appointed by the Mayor. I have asked Council President Hitchcock to assign the task of finding two people by City Council to a committee and he had assigned it to Mr. Zucal's committee. What the Board of Tax Review will do is if any taxpayer wants to argue an assessment or a decision by the Tax Administrator Regarding their tax filing or their tax payment they could take that to the Board of Tax Review and argue their case, then the Board of Tax Review would rule on that. If they're not satisfied with that they do have the opportunity to appeal to the Common Pleas Court.

Council President Hitchcock: (The Income Tax Review Board) is very similar to the County Board of Revision for Real Estate Taxes.

Mr. Zucal to Mayor Day: Did you have a person in mind that you were considering for your appointment?

Mayor Day: Yes, Pat Cooper, a CPA out of Sherrodsville had expressed an interest and I've contacted him. I have not heard back from him yet.

Mr. Zucal to Mayor Day: Do you have a timeframe in mind when you would like to have the positions filled?

Mayor Day: It's an "as soon as possible" situation because this is part of the new tax law, and in order for us to be in complete compliance we would have to do that.

Mr. Zucal asked members of the committee and the audience for their thoughts. Law Director Fete had the following statement:

Mr. Fete: Because that ordinance is for collecting 2016 taxes, can taxpayers take it to the Board of Review for the 2015 taxes?

Mayor Day: If you look at our old tax law, which is still in effect this year, it calls for a Board of Review, and we never had one. I'd like to see us get it in place now so it's there, so once the full effect of the 2016 law takes hold next year we will have it all in place.

Mr. Zucal to Mayor Day: Do we have any type of mechanism to promulgate the information as to what the Board of Review would do?

Mayor Day: It's in the law that's posted on the website. That's their rule book.

Mr. Zucal: (Following up on his last statement) Is there anything we could hand a prospective member?

Mayor Day: Agreed to prepare a handout that contains important information in bullet-points for prospective members. The handout would refer them to the website for more information.

Mrs. Ramos: What would be the qualifications?

Mayor Day: You would have to have some sort of knowledge of tax preparation, understand the assessment process, and an understanding of the law that you're there to use to make your decisions.

Mr. Zucal to Mayor Day: When would the committee meet?

Mayor Day: It would be after hours so the committee members wouldn't need to take time away from work.

Mr. Holland to Mayor Day: Do you have a deadline when you'd like to get this accomplished?

Mayor Day: The sooner the better.

Mr. Zucal: Why don't we tentatively set the deadline for members of Council to come back with two recommendations by the first meeting in March.

Mr. Zucal: So to summarize, what we'll be doing is to ask members of the committee or any member of Council to consider two prospective candidates to fill the positions on the Income Tax Review Board. Mayor Day will be talking to Mr. Cooper about his potential as the Mayor's appointment. In the meantime there will be some work done as far as getting an overview sheet to provide to prospective candidates.

The Meeting of the Salary Committee adjourned at 7:10pm.