



OFFICE OF THE CITY CLERK

BIANCA L. TIRADO, CITY CLERK

PERSONNEL & FINANCE

MARCH 10, 2025 5:30 P.M.

Committee Members Present:

Sheila Niezgodski, Rachel Tomas Morgan,
Dr. Oliver Davis, Karen L. White*

Committee Members Absent:

None

Other Council Present:

Canneth Lee, Troy Warner

Others Present:

Bianca L. Tirado, Matthew Neal, Bob
Palmer

Presenters:

Kyle Willis, Carl Buchanan, Adam Taylor,
Eric Horvath*

Agenda:

Bill No. 09-25 - Amending Ordinance No.
11161-24 Setting the Annual Pay for the
South Bend Fire Department

Bill No. 10-25 - Amended 2025 Non-
Bargaining Salary Ordinance

Bill No. 11-25 - Amended Teamster 2025
Salary Ordinance

Bill No. 12-25 - Q1 2025 Budget Transfer
Ordinance (SUBSTITUTE)

Bill No. 13-25 - Q1 2025 Additional
Appropriation Ordinance

Members marked with an asterisk (*) are in virtual attendance.

Please note the attached link for the meeting recording:

<https://docs.southbendin.gov/WebLink/browse.aspx?dbid=0&mediaid=392508>

Committee Chair Sheila Niezgodski called to order the Personnel and Finance Committee meeting at 5:34 P.M.

INTEGRITY | SERVICE | ACCESSIBILITY

Jasmine Jackson
CHIEF DEPUTY CITY CLERK / CHIEF OF STAFF

Matthew Neal
DEPUTY CITY CLERK / DIRECTOR OF POLICY

Margaret Gotsch
DIRECTOR OF SPECIAL PROJECTS

EXCELLENCE | ACCOUNTABILITY | INNOVATION | INCLUSION | EMPOWERMENT

455 County-City Building | 227 W. Jefferson Blvd. | South Bend, Indiana 46601 | p. 574.235.9221 | f. 574.235.9173 | www.southbendin.gov



Bill No. 09-25 - Amending Ordinance No. 11161-24 Setting the Annual Pay for the South Bend Fire Department

Kyle Willis, City Controller, with offices on the twelfth (12th) floor of the County-City Building, South Bend, IN 46601, stated that Bill No. 09-25 adjusts the salaries of certain non-captain position salaries to the level of a captain's salary, which is in accordance with the discussions had during the 2024 negotiations. The change was inadvertently omitted from the firefighters' Collective Bargaining Agreement (CBA).

Committee Member Dr. Oliver Davis asked why these funds were not part of the regular budget.

Kyle Willis stated that it was overlooked.

Carl Buchanan, South Bend Fire Chief, with offices at 1222 South Michigan, South Bend, IN 46601, addressed the question from Committee Member Dr. Davis and stated that this did not happen intentionally

Committee Member Dr. Oliver Davis asked if the language has been changed.

Carl Buchanan stated that he hopes the language has been changed to cover this one (1) year CBA agreement.

Adam Taylor, Assistant City Attorney, with offices on twelfth (12th) floor of the County-City Building, South Bend, IN 46601, stated that he will take responsibility for any ambiguity that led to this oversight.

Committee Chair Niezgodski held the public hearing, and nobody spoke.

Committee Member Rachel Tomas Morgan thanked the presenters for their presentation and honesty regarding the error made with the captain's salary.

Committee Member Tomas Morgan moved to send Bill No. 09-25 to the Committee of the Whole with a favorable recommendation, which was seconded by Committee Member Dr. Davis, and carried by a vote of four (4) ayes.

Committee Chair Sheila Niezgodski - <i>Aye</i>	Committee Vice Chair Karen L. White – <i>Aye</i>
Committee Member Rachel Tomas Morgan - <i>Aye</i>	Committee Member Dr. Oliver Davis – <i>Aye</i>

Bill No. 10-25 - Amended 2025 Non-Bargaining Salary Ordinance

Kyle Willis, City Controller, with offices on the 12th floor of the County-City Building, stated that Bill No. 10-25 changes the titles of two (2) positions and adds one (1) position to the Fire Department.

Carl Buchanan stated that he would be happy to answer any questions regarding Bill No. 10-25.

Committee Chair Niezgodski clarified that it would be one position.

Carl Buchanan stated that is correct and stated that it is an expansion of the Public Information Officer position that was held by a sworn firefighter.



Committee Chair Niezgodski thanked Carl Buchanan and expressed her support for the Smoke Alarm Program.

Committee Member Dr. Davis asked if the position will mention residents living in second (2nd) and third (3rd) story buildings.

Carl Buchanan stated yes, the person hired for the position will orchestrate with the public education officers and is included in the fire and life safety education.

Committee Member Tomas Morgan clarified that the intent is for the position to be less reactive and more proactive.

Carl Buchanan confirmed that statement.

Committee Chair Niezgodski thanked Carl Buchanan for his service as Fire Chief.

Committee Chair Niezgodski held the public hearing, and nobody spoke.

Committee Member Dr. Davis moved to send Bill No. 10-25 to the Committee of the Whole with a favorable recommendation, which was seconded by Committee Member Tomas Morgan, and carried by a vote of four (4) ayes.

Committee Chair Sheila Niezgodski - <i>Aye</i>	Committee Vice Chair Karen L. White – <i>Aye</i>
Committee Member Rachel Tomas Morgan - <i>Aye</i>	Committee Member Dr. Oliver Davis – <i>Aye</i>

Bill No. 11-25 - Amended Teamster 2025 Salary Ordinance

Kyle Willis, City Controller, with offices on the 12th floor of the County-City Building, stated that Bill No. 11-25 adds a full-time maintenance position in anticipation of the new City Hall. The position will be a part of the Teamster's Union as well as an employee of the City.

Committee Member Dr. Davis asked if this is position a supervisor role or if it is supervised.

Kyle Willis stated that this position will be a Supervisor role managing the overall building maintenance.

Committee Vice Chair Karen L. White asked if this position was added to the approved contract.

Kyle Willis stated that is correct.

Committee Chair Niezgodski held the public hearing, and nobody spoke.

Committee Member Tomas Morgan moved to send Bill No. 11-25 to the Committee of the Whole with a favorable recommendation, which was seconded by Committee Member Dr. Davis, and carried by a vote of four (4) ayes.

Committee Chair Sheila Niezgodski - <i>Aye</i>	Committee Vice Chair Karen L. White – <i>Aye</i>
Committee Member Rachel Tomas Morgan - <i>Aye</i>	Committee Member Dr. Oliver Davis – <i>Aye</i>



Bill No. 12-25 - Q1 2025 Budget Transfer Ordinance (SUBSTITUTE)

Committee Chair Niezgodski entertained a motion to accept Substitute Bill No. 12-25.

Committee Member Dr. Davis moved to accept Substitute Bill No. 12-25, which was seconded by Committee Member Tomas Morgan and carried by a vote of four (4) ayes.

Committee Chair Sheila Niezgodski - <i>Aye</i>	Committee Vice Chair Karen L. White – <i>Aye</i>
Committee Member Rachel Tomas Morgan - <i>Aye</i>	Committee Member Dr. Oliver Davis – <i>Aye</i>

Kyle Willis, City Controller, with offices on the 12th floor of the County-City Building, stated that Substitute Bill No. 12-25 authorizes budget transfers for various departments within the City.

Committee Chair Niezgodski held the public hearing, and nobody spoke.

Committee Member Dr. Davis moved to send Substitute Bill No. 12-25 to the Committee of the Whole with a favorable recommendation, which was seconded by Committee Vice Chair White, and carried by a vote of four (4) ayes.

Committee Chair Sheila Niezgodski - <i>Aye</i>	Committee Vice Chair Karen L. White – <i>Aye</i>
Committee Member Rachel Tomas Morgan - <i>Aye</i>	Committee Member Dr. Oliver Davis – <i>Aye</i>

Bill No. 13-25 - Q1 2025 Additional Appropriation Ordinance

Kyle Willis, City Controller, with offices on the 12th floor of the County-City Building, stated that Bill No. 13-25 authorizes budget appropriations for certain departmental and City services operations. Kyle Willis stated that the City has budgeted one hundred and eighty thousand dollars (\$180,000) for the Sewer Lateral Reimbursement Program this year.

Committee Member Tomas Morgan asked if the fund will be reimbursed for what is being appropriated when the federal grant goes through.

Kyle Willis stated yes.

Committee Member Tomas Morgan asked if the increase in the Sewer Lateral Reimbursement Program was included in the budget and how much was budgeted for this year.

Kyle Willis stated that he does not recall what the exact amount is but will follow up.

Eric Horvath, Public Works Director with offices on the thirteenth (13th) floor of the County-City Building, South Bend, IN 46601, stated that the budget was two hundred fifty thousand dollars (\$250,000) but with the increase in demand the Department is adding an additional two hundred fifty thousand dollars (\$250,000).

Committee Member Tomas Morgan asked if all of the funds for the Sewer Lateral Reimbursement Program were utilized last year.

Eric Horvath stated that all of funds were utilized last year.

Committee Chair Niezgodski held the public hearing, and nobody spoke.



CITY OF SOUTH BEND | OFFICE OF THE CITY CLERK

Committee Member Dr. Davis moved to send Bill No. 13-25 to the Committee of the Whole with a favorable recommendation, which was seconded by Committee Member Tomas Morgan, and carried by a vote of four (4) ayes.

Committee Chair Sheila Niezgodski - <i>Aye</i>	Committee Vice Chair Karen L. White – <i>Aye</i>
Committee Member Rachel Tomas Morgan - <i>Aye</i>	Committee Member Dr. Oliver Davis – <i>Aye</i>

With no further business, Committee Chair Sheila Niezgodski adjourned the Personnel and Finance Committee meeting at 6:07 P.M.

Respectfully Submitted,

Sheila Niezgodski, Committee Chair

NOTICE FOR HEARING AND SIGHT
IMPAIRED PERSONS

**Auxiliary Aid or Other Services may be Available
upon Request at No Charge.
Please give Reasonable Advance Request
when Possible**

EXCELLENCE | ACCOUNTABILITY | INNOVATION | INCLUSION | EMPOWERMENT

455 County-City Building | 227 W. Jefferson Blvd. | South Bend, Indiana 46601 | p. 574.235.9221 | f. 574.235.9173 | www.southbendin.gov