

VILLAGE OF SEVILLE
FINANCE COMMITTEE MEETING
22 JANUARY 2013

Mrs. Schwartz called the meeting to order at 10:00 PM.

Present: Barb Schwartz (Chairwoman), Kathy Rhoads, Rick Stallard, Larry Landis

Absent: Leslie Miller

Mr. Stallard moved to approve the minutes from November 5, 2012. The motion was seconded by Mr. Landis. The motion passed unanimously.

Mrs. Schwartz asked that the minutes from November 19th be amended as follows:

The line concerning the sale of the car on page two needed to say "was discussed".

The line stating the car that Council "thought they were approving" needed to be changed to "approved".

Mr. Stallard moved to approve the minutes from November 19, 2012 as amended. The motion was seconded by Mr. Landis. The motion passed unanimously.

Mrs. Schwartz asked that the minutes from December 17th be amended where it say "Mrs." to read "Mrs. Rhoads".

Mr. Landis moved to approve the minutes from December 17, 2012 as amended. The motion was seconded by Mrs. Rhoads. The motion passed unanimously.

Privilege of the floor

None

Fiscal officer report

The General Fund had a balance of \$1,080,000 at the end of 2012. The complete report is available from the Fiscal Officer. Mrs. Schwartz noted that the revenues are up \$23,443.58. \$30,000 of that amount was Panther Trucking. Expenses were up \$150,335. Mrs. Schwartz said that the mind set of spending money just because it is budgeted needs to be changed and restraint should be used in purchasing particularly because of the levies that may be placed on the ballot in November.

Old business

The completed payroll audit was discussed. BOPA members have been provided a copy of the report. Cathy Kilgore is reviewing the report on the BOPA side. She has completed 2010 and part of 2011 and has not found any errors by Varney-Fink. The Fiscal Officer will be reviewing the rest of the employees. Mr. Landis had e-mailed the committee members with his thoughts on how to proceed. With the exception of the one instance of an overpayment in longevity pay, there should be no adjustments to current employees' vacation, sick, or personal hours. Mrs. Schwartz clarified that this meant that even if an employee was given more hours than they had earned in any category, no adjustments would be made. Mr. Landis said that is what he was proposing. Mr. Stallard noted that in the last Employee Handbook work session, some of the violations that occurred in the usage of time off were going to be allowed in the future. Mrs. Schwartz pointed out that there were other errors that were not changing with the Handbook discussions. Mrs. Rhoads said that the problems were addressed with the supervisors and steps were being taken that would prevent any reoccurrences. Mrs. Schwartz said that if the Varney-Fink

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audit numbers are accepted, that some employees may gain or lose from their current totals. Current employees will be given the opportunity to appeal the Varney-Fink totals. The payroll from 2012 will have to be audited internally to ensure that 2013 begins with the correct numbers. Mrs. Schwartz felt that former employees should be, at minimum, should be sent a letter from the Law Director asking them to return any overpayments. She pointed out that the Village pursues people that are late on their income tax. Several council members spoke against pursuing past employees.

Mrs. Rhoads moved to recommend to council to accept the Varney-Fink amounts for current employees for vacation, sick, and personal hours, adjust the current totals accordingly but not pursue former employees for any amounts owed. The motion was seconded by Mr. Stallard. Voting for the motion were Mr. Landis, Mr. Stallard, and Mrs. Rhoads. Mrs. Schwartz voted against the motion. Mrs. Schwartz said she was "appalled at this course of action.

The longevity pay overpaid to one current employee can be deducted from the employees' next longevity pay. Mrs. Schwartz offered the suggestion of deducting the amount of one hundred dollars from each pay until the amount is recovered.

Language for the proposed levies to be put on the November 2013 ballot will probably have to be concerned with paying current expenses. A final decision on the language to be used will come at a future date.

The recent CCA report was discussed. The CCA forecast was for an increase of \$42,000 in 2013. CCA uses a formula and does not take into account individual businesses. The loss of individual businesses must be taken into account by the Village when looking at CCA forecasts. The Village budgeted for a decrease in income tax revenues for 2013. The most current 5 year plan was distributed to the committee members. There were no questions or comments from the committee.

A copy of all employee wages and anniversary dates was distributed to all committee members. They were also provided with current balances for all employee vacation, sick, comp time, and personal hours. Current levels, next levels, and the amount of pay at the top of the next levels were also provided. One employee has over 300 hours of vacation in his accrual. The Safety Committee will have to address this issue. Mrs. Rhoads said that any large vacation accruals would be taken care of over the next 2 years. Asking them to take all the hours immediately could cause scheduling problems. Comp time also needs to be addressed. The Handbook discussions will address some of these issues. Mrs. Schwartz noted that with the exception of the Police Chief, the wages for every other position has risen to levels above the 2010 levels when the cuts were made. Lodi pays their Police Chief a salary of \$50,000 per year. They pay their sergeants \$19.56 per hour, we pay \$25.10. Patrolmen make \$15.97 to start, \$16.99 after one year and 18.89 after 3 years in Lodi. Mrs. Schwartz said she has requests out to other communities and is waiting for information. Mrs. Rhoads thought that the levels would be addressed first and then the wages in each level.

New business

There was a discussion on the costs and advantages of hiring a professional economic development consultant for the Village. There are companies that provide this kind of service. It was generally agreed that there is potential for development in Seville. Mr.

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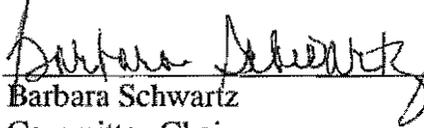
Stallard said that he would contact a consultant to come in and speak with the committee about the issue.

There are still non-village items in one of the garage bays at 6 Spring Street. Mrs. Schwartz said she would contact Velvet Eby for more information.

The committee recommended that Mrs. Schwartz be the fourth person that should be on the signature cards at the bank joining Mayor Gene Sulzener, Council President Kathy Rhoads, and Fiscal Officer Jim Carrick.

Mr. Landis moved to adjourn. The motion was seconded by Mr. Stallard. The motion passed unanimously.

Adjourned at 11:15 PM


Barbara Schwartz
Committee Chair
