

VILLAGE OF SEVILLE  
FINANCE COMMITTEE MEETING  
18 JUNE 2012

Mrs. Schwartz called the meeting to order at 7:30. The meeting opened with the pledge of allegiance.

Present: Barb Schwartz (Chairman), Kathy Rhoads, Rick Stallard, Larry Landis, Leslie Miller

Absent: None

Mrs. Rhoads moved to approve the minutes from the May 21st meeting. The motion was seconded by Mr. Stallard. The motion passed unanimously.

Privilege of the floor

Village resident Leonard Huffman asked about the status of the repairs at the building at 40 West main. Mayor Sulzener reported that the work should commence sometime this week. Legislation would need to be prepared for the bid process and if passed with emergency language the bids could be opened by August 1<sup>st</sup> and approved at the August council meeting. Mr. Huffman would like to rent the building. A bid notice will be placed in The Medina Gazette when council passes the ordinance. It was suggested that other vacant buildings in the downtown area may be available on a temporary basis. It was also noted that Mr. Huffman may not have the highest bid and he may not get the space.

Mrs. Miller reported that the Village has sent a grant request to the State of Ohio for \$32,561.00. The money has not been officially approved by the State of Ohio but it looks promising. The money would be used for 33 A.D.A sidewalk ramps and a paved walkway from the main path to the pavilion at Cy Hewit Park.

Fiscal Officer Report:

Varney Fink will begin the payroll audit on Wednesday, June 20<sup>th</sup>.

Frank Harmon from Ohio Insurance Services will be here on Thursday, June 21 at 11:30 AM to answer questions about the health insurance renewal.

Village finances remain in good shape with spending still under budget and revenues still exceeding expectations.

Mrs. Schwartz asked about the budgeting of overtime for the remainder 2012. The overtime was accounted for in the projections for the rest of the year with the two new employees.

The two new Park/Street employees have accepted conditional offers and are in the process of getting pre-employment physicals. Background checks are being done by the Police Department. Council will need to formally approve the hiring of both individuals. It was decided to hold a special council meeting on June 27<sup>th</sup> at 7:00 PM to approve the hiring of both individuals.

Ordinances under consideration:

ORDINANCE NO. 2012-04

AN ORDINANCE OF THE VILLAGE OF SEVILLE, MEDINA COUNTY, OHIO, AMENDING THE VILLAGE OF SEVILLE'S SALARY AND BENEFITS CODE RELATED TO WAGES FOR THE YEAR 2012.

The second reading was on February 13th. The ordinance was tabled on March 12<sup>th</sup>.

VILLAGE OF SEVILLE  
FINANCE COMMITTEE MEETING  
18 JUNE 2012

The Board of Public Affairs has recommended a 3% increase for all BOPA employees. The ordinance has an effective date and council can decide to make the increase retro-active to any date it chooses. Even with the level increase contained in the ordinance, not all employees would be getting raises. As long as employees still fall within the range of their current level, there is no guaranteed raise unless the minimum of their level is raised above their current rate. The Police Department does not use ranges within each level. Officers are paid one rate only for each level regardless of the length of time they have been at the level. The committee needed more information from Chief Burson as to why he does not use ranges within levels. There was a lengthy discussion concerning level increases and general percentage increases. It was explained that level increases occur automatically when an employee meets the standards for the next level. Council cannot deny those increases unless it believes that the level requirements have not been met. If an employee reaches the top rate at their current level no raise can be given unless the next level is attained or the amount of pay associated with the level is raised by an ordinance of council. Ordinance 2012-04 would raise the amount of money associated with all of the current levels. There was a discussion about having a separate ordinance for BOPA. This had been done earlier in the year but council had rejected the ordinance. The committee decided to use only one ordinance. There was discussion about the levels and if the ranges were appropriate. Nothing was decided. The committee asked Mrs. Schwartz to contact BOPA concerning their reasoning behind the 3 % increase and a study of comparable rates from other communities with similar requirements.

Old business

The tagging of Village assets was discussed. It was decided that the ordinance should be amended to all for a spreadsheet format without tagging individual assets. The solicitor will be notified during his next office visit.

The issue of increasing the employee contribution to the health insurance premium was discussed. Mr. Landis moved to recommend to council an increase of \$50.00 per employee per month effective with the first pay period after the ordinance is approved. The motion was seconded by Mrs. Miller. The motion passed unanimously.

Dan Lloyd has not begun the work at 40 West main.

The Mayor gave an update for 44 West Main. An engineering evaluation would cost about \$2,500.00. There were questions about the need for an engineering study. The building inspector in Medina has stated the study is required. There was also a discussion of the status of the tenant violations. To date, the stairs have not been repaired completely. The Mayor will contact the tenant to get the stairs repaired and the issue of the sub-letting of the upstairs to another person.

There is no estimate ready for the repairs to the roof at 120 Royal Crest.

New business

Internet Cafes will not be able to move into Seville anytime soon. The State of Ohio has passed legislation to prevent it.

The fiber optic project for Medina County is being worked on but has not reached Seville yet.

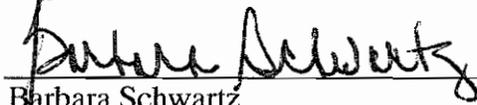
Budgets for 2013 were discussed. The wage categories were increased by 3% and a 30 % increase in health insurance was budgeted. Increases in the sidewalk fund, the building

VILLAGE OF SEVILLE  
FINANCE COMMITTEE MEETING  
18 JUNE 2012

improvement fund, and equipment replacement was discussed. The preliminary budget shows that there will be a carry-over in the general fund was about \$300,000 which is less is than the \$400,000.00 the Council has set as a minimum.

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

Adjourned at 10:02 PM



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Barbara Schwartz  
Committee Chair