

Seville Village Council  
Finance Committee Meeting  
November 15, 2010

Mrs. Schwartz called the meeting to order at 7:35 P.M.

Present: Barbara Schwartz, Kathy Rhoads, Rick Stallard, Roger Kilgore, Jim Lovejoy, Richard Barbera, Fiscal Officer Jim Carrick, Mayor Carter

Motion to approve the minutes from November 1, 2010 made by K. Rhoads, seconded by R. Kilgore. Aye votes all. Minutes Approved.

To clarify from the November 1, 2010 meeting – the park's budget was submitted with raises included of 2-5% which we recognize will be looked at when the budget is reviewed as a whole.

B. Schwartz advised the committee that she had discussed the step raise procedure with Kevin Bittaker. If, for example, a percentage increase is given, then each level of the steps should also be increased by the same percentage.

B. Schwartz suggested to the committee members that we might need to look at updating the job descriptions as now the street employees are doing their street work and also park work. When legislation is located it will not match the current work requirements of those employees. The street superintendent is now also the park superintendent. To eliminate any confusion it was determined that this update should be done. The mayor will ask Ted Lesiak for any legislation he has covering police, street/park, and the fiscal officer job descriptions and wages.

Fiscal officer Jim Carrick gave the committee a payroll status update. We are on track for a complete transfer to the new system by 1-1-11. We also are in line to receive another inheritance tax in the amount of 4,000.00. The general fund balance is currently at \$656,000.00. We received more than anticipated from the CCA in municipal income tax in October \$77,000.00 vs. the \$50,000.00 we were anticipating. Even though the \$140,000.00+ inheritance tax is included in the general fund balance, we are still in line to have approximately a \$500,000.00 carryover.

R. Stallard wanted to know if the CCA money received was that which was already collected, or anticipated money. CCA only pays what is already collected.

J. Carrick advised the committee that general guidelines to determine appropriate carryover should be 25-30% of your operating budget. Our operating budget is approximately \$1.7 million.

B. Schwartz indicated that since we were very conservative when we anticipated revenues for 2010, that along with the employee cuts made at the beginning of 2010 have left us in a favorable position.

B. Schwartz stated the committee work for the November meetings should include discussion of wages and any possible increases. The preliminary budgets do include wage increases.

Mayor Carter suggested we hold off on any increases. She also brought up the longevity pay. She related the discussion to the county losing their longevity pay. She prefers that this discussion be held off until next year. B. Schwartz shared with the committee that her understanding is that longevity is a benefit not a raise.

B. Schwartz reiterated that we have over \$600,000.00 in the general fund. At the November 1<sup>st</sup> finance meeting, we all agreed on revenues and looked at submitted budgets. We are able to purchase any necessary equipment needed, and still have an appropriate carryover. She felt that at some point we need to reward the employees. The mayor was concerned that the economy is too uncertain.

R. Barbera thought that any increase would be spent in the community, and therefore would trickle down. We also need to address this over a 5-year period. He thought that council at least needed to take a deeper, closer look at the impact of any potential raises. K. Rhoads and B. Schwartz agreed.

We discussed getting together the numbers and knowing exactly what a percentage wage increase would translate into dollars. We discussed the value of good will.

It was discussed that the employee reviews for police and the fiscal officer still need to be done. They are an integral part of determining the amount of any percentage increases if they are approved

Mr. Pipa questioned J. Carrick about having the inheritance money in the general fund carryover. It has to be accounted for and appropriated if it needs to be paid back. The money we can use next year has to be reduced by the \$140,000.00+. Mr. Pipa shared that he agreed with J. Lovejoy and suggested waiting 6 months to make any salary determinations.

R. Kilgore shared that a 3% wage increase for the streets department would be approximately \$4,000.00. B. Schwartz advised that for the amount of money involved, we would garner a lot of good will. She is not comfortable discussing raises and longevity in the same conversation.

B. Schwartz asked J. Carrick to send everyone an email showing the wages by department including a 3% increase, so we all would be aware of the amount of money we are discussing. We also will discuss the public's viewpoint on any increases.

After lengthy discussion, it was referred back to the committee meetings for 11-23-10.

B. Schwartz asked about an update on the circus. The mayor advised that paperwork would follow, as reconciliation is needed for the auditors.

R. Stallard will get in writing from Bethany Dentler a written agreement of our fees for 2011 of \$6500.00. We also need a copy of the CRA files for the Village.

The insurance from Plumer will be discussed at a future meeting, as values will be looked at.

R. Stallard referred us to a website—[www.toolsforbusiness.info](http://www.toolsforbusiness.info). It could be a link for our website. It will be a marketing and informational tool. The initial cost will be \$300.00. The maintenance fee is \$1,500.00 a year or \$125.00 per month which will be divided among several entities. Several council members indicated they would take a look at the site.

B. Schwartz advised the committee members of the current status of the Welcome Bags. To date, more than 45 have been passed out. Currently new bags are being put together. The current bags have about 25 items per bag.

R. Stallard advised that the anticipated new president of the Seville Area Chamber of Commerce would be Rich Bailey.

No further privilege of the floor.

R. Barbera made a motion to adjourn; seconded by R. Kilgore. Aye votes all. Meeting adjourned at 8:55 P.M.

Minutes respectfully submitted by-



Barbara Schwartz  
Finance Committee Chair