

Minutes
Seville Government Committee Meeting
July 2, 2012

Mr. Landis called the meeting to order at 7:03 PM.

Present: Mr. Landis, Mr. Stallard, Mrs. Schwartz, Mr. Kilgore, and Mrs. Miller

Absent: None

Mr. Stallard made a motion to approve the minutes from June 4, 2012. The motion was seconded by Mrs. Schwartz. The motion passed unanimously.

Privilege of the floor:

None

The insurance audit report from Crain Langner was discussed. The recommendation in the audit concerning contractor and sub-contractors liability was discussed. There was also a discussion of playground equipment and compliance. After further discussion, the committee recommended that a copy of the report from Crain-Langner be given to Plumer Insurance for a written response to recommendations contained in the report. Price quotes are not necessary from Mr. Plumer at this time. Representatives from Ohio Insurance Services will be invited to speak at the Government Committee meeting in August to address any questions or concerns. There was a discussion about putting out a bid request for the Village's insurance renewal for 2013.

There was a discussion of putting items on committee agendas. Committee chairs should communicate with the Fiscal Officer or the Office Assistant about agenda items.

The employee wellness program was discussed. Employees must complete 5 Wellness Credits to receive their full deductible. Not all employees completed all of their credits. The options for the Village are:

1. Payroll deduct any negative balances for the employees.
2. Add any negatives to next year's deductible.
3. Forgive the first year negatives. It was pointed out that many entities were using this option for the first year only.

The purpose of the plan is to keep employees health conscious. Letters were sent to employees to inform them if they had not met their wellness requirements. A letter should be sent to all employees explaining the importance of the Wellness Credits and the payroll deduction if all credits are not earned.

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 is complete. The ordinance was tabled on March 12th, 2012. The Fiscal Officer explained his understanding of the ordinance. His explanation was that raising the ranges of each level does not automatically raise the wages of everyone within the level unless their pay would fall below the minimum of their current range. There was a lengthy discussion about pay raises and levels and how employees earned level raises. Level raises are earned when an employee meets the requirements for the next level. Mr. Landis moved to recommend to council a 2% increase effective with the payroll beginning July 1, 2012. The motion was seconded by Mrs. Miller. The motion passed. Mr. Kilgore abstained.

The third reading will be on June 11th. The committee recommended the third reading be completed.

ORDINANCE NO. 2012-31

AN ORDINANCE OF THE VILLAGE OF SEVILLE, MEDINA COUNTY, OHIO AUTHORIZING THE SUPERINTENDENT OF THE BOARD OF PUBLIC AFFAIRS TO SELL PROPERTY NO LONGER NEEDED FOR MUNICIPAL PURPOSES.

The third reading will be on July 9th. The committee recommended the third reading be completed.

ORDINANCE NO. 2012-36

AN ORDINANCE OF THE VILLAGE OF SEVILLE, MEDINA COUNTY, OHIO AUTHORIZING THE STREET SUPERINTENDENT TO SELL PROPERTY NO LONGER NEEDED FOR MUNICIPAL PURPOSES.

The ordinance covers the selling of one non-running car and one non-running plow truck. The second reading will be on July 9th. The committee recommended the third reading be completed.

ORDINANCE NO. 2012-38

AN ORDINANCE OF THE VILLAGE OF SEVILLE, MEDINA COUNTY, OHIO, AUTHORIZING THE MAYOR AND THE FISCAL OFFICER TO RENEW AN AGREEMENT WITH CLEMANS, NELSON & ASSOCIATES, INC., FOR CONSULTING SERVICES RELATIVE TO EMPLOYEE HUMAN RESOURCES.

The Fiscal Officer recommended not renewing the contract. The committee felt that because Village Solicitor, Ted Lesiak, is working on the Village Handbook, there was no need to have a separate Human Relations company on retainer. The committee recommended that the first reading be completed.

Old business:

The work at 40 West Main has not started yet.

The tenant at 44 West Main has not completed the required repairs on the outside staircase per the Median Building Inspector.

Legislation for the bids for renting 40 West Main will be prepared by the solicitor.

Legislation to accept block grant money will be prepared by the solicitor.

There was a discussion concerning the computing of sick time for employees. Sick time is calculated on productive hours. Employees earn 4.6 sick hours per 80 hours worked. Sick hours in the past have been computed on Holiday time. The Payroll Auditor needs to know what the intent of Council is concerning the calculation of sick time. When the handbook is re-written this needs to be addressed with specific language. The committee

felt the “intent” was to calculate sick time as it is being done but this will be addressed in the future.

Mrs. Miller made a motion not to make an offer to buy the vacant Seville Elementary School. The motion was seconded by Mrs. Schwartz. The motion passed unanimously.

New business:

None

Mrs. Miller made a motion to adjourn. The motion was seconded by Mr. Landis. The motion passed unanimously. The meeting adjourned at 9:21 PM.



Larry Landis Committee Chairman