

RECORD OF PROCEEDINGS

VILLAGE OF PLYMOUTH Finance Committee Minutes

June 15, 2021

Rules Committee on June 15, 2021 at 5:30pm. The following were present:

Councilman, Dwayne Cassidy
Councilwoman, Susan Moore
Councilwoman, Joan Felver

Councilwoman, Susan Broderick
Police Chief, Thomas Hintz
Fiscal Officer, DiAnn Jamerson
Mayor, Cassandra Fryman
Rebekah Fearing, Administrative Assistant

Summary of items discussed.

1. Grant Writer

- a. New London uses Poggymeyer Design Group.
 - b. Mayor checking with other Mayor's at Luncheon and Jessica Gribben
- Once we find one will need to address accordingly

2. Part-time Police - time and a half

- a. Change part time Police to have 8 holidays total with pay being set at double time. Currently have Christmas Eve, Christmas Day, New Year's Eve, and New Year's Day. Would like to add Thanksgiving, Labor Day, Memorial Day and Fourth of July.
 - b. Would like to make the time of the start and finish midnight to midnight
- Amend Resolution 34-2012, passed 12/27/12, amend Village handbook

3. Vacation

- a. Would like to allow all employees eligible to carry over 1 week of vacation time
 - b. Would like to change vacation earned as follows:
 - i. 1 week at hire but not until probation is up.
 - ii. 1 additional week after 1 completed year
 - iii. 3 weeks after 3 completed years
 - iv. 4 weeks after 7 completed years
 - v. 5 weeks after 15 years
- Amend Codified Ordinance 34.08 (A & D), amend Village handbook

4. Sick Leave

- a. Get rid of the cap at 480 and allow to accrue unlimited
 - b. Follow ORC regarding retirement. Upon retirement after ten or more years' service to the Village, an employee may choose to be paid for one-fourth of the accrued unused sick leave credit up to a maximum payment of two hundred forty hours. (25% of 960 max) This payment shall be based upon the employee's rate of pay at the time of retirement. Upon accepting such payment, all sick leave credit accrued up to that time shall be eliminated.
 - c. Once sick leave accrual reaches 80 hours, an employee may convert up to 40 hours to vacation time if they have it available and they must accrue 80 hours of sick leave per year before converting to vacation.
 - d. If the cap is removed and sick leave earned is unlimited. The employees who were denied sick leave accrual will be allowed to add those hours back to their balance. Fiscal Officer has a report showing the amount of hours denied.
- Amend codified Ordinance 34.06 (A & B), amend Village handbook

5. Volunteer Day

- a. Allow for this to be a paid day for employees to Volunteer for any Community service of their choice.
- b. No recommendation either way.

6. Bereavement

- a. Add Aunt, Uncle, Aunt in Law, and Uncle in Law to the list of immediate family for bereavement pay.
 - b. Consider the number of days – 3
 - c. Form of Verification process
- Amend Village handbook

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7. Longevity

- a. Change to \$100.00 per year for continuous years of service. Instead of stopping at fifteen, let it continue until they quit or retire. Keep the first payment after 3 full years.
- Amend Codified Ordinance 34.12 and Amend Village handbook

Other items discussed:

- Consider a change in the Tax Ordinance to allow for \$10,000.00 to be transferred to the pool annually. Also possibly look having a pool levy put on the ballot.
- Strategic Planner – This is needed for long term structural growth, downtown growth. The Mayor has been talking with Jessica Gribben. The mayor to look into the cost of a strategic planner.
- Assistant Utility Clerk should be changed to a part-time position if the desire is to have that person take over for Deb Cassidy when she retires. Finance recommends to hire the Assistant for 20-25 hours per week.

Meeting adjourned at 7:15pm.

Respectfully submitted,



DiAnn Jamerson, Fiscal Officer, MMC