

RECORD OF PROCEEDINGS

VILLAGE OF PLYMOUTH

Finance Committee

Held October 30, 2025

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The Village of Plymouth convened in Finance Committee on October 30, 2025 at 6:30pm in person. The following members and visitors were present:

Mayor Cassaundra Fryman	Present
Mrs. Amanda Clark	Present
Mr. Dwayne Cassidy	Present
Ms. Broderick	Present

***EMPLOYEES:** DiAnn Jamerson, Fiscal Officer; Montel Gordon, Police Chief; Richard Metzger, Fire Chief; James Burton, Administrator; Rebekah Fearing, Tax/Mayor's Court Clerk; Theo Latteman, Assistant Administrator; Jimmy Wagers, Utility Worker; Jake Fidler, Utility Worker; Clark Weekely, Utility Worker; Garrett Foght, Utility Worker.*

***VISITORS:** None*

Overview

- Focused on **2026 budget planning** and anticipated large expenses.
- Key capital needs: **vehicle replacements, equipment upgrades, building improvements.**
- Extensive discussion on **wage structure, pay equity, and retention.**
- Highlighted need for a **structured pay scale** and performance-based raises.
- Emphasis on **employee retention** and the impact of benefits and cost of living.
- Strict orders in place: no street or permissive work until two projects are completed.

Capital Equipment and Vehicle Replacement Planning

- Discussed 2026 budget planning for large items, including vehicles and tools.
- Received quotes for two Ford F-250 trade in value: \$18,000 (Valley Chevrolet) and \$19,000 (Columbus Chevrolet). Waiting on estimate for new.
- Dodge truck identified as beyond repair and needs replacement.
- Requested utility boxes and dedicated tools for new trucks to improve job site efficiency.
- Skid steer upgrade and additional attachments proposed; quotes pending.

Department upgrades, infrastructure improvements

Utility Department

- Trailer too high for safe skid steer loading; seeking lower trailer quotes.
- Need quotes for trailer, skid steer upgrades, and two trucks with trade-in values.
- Plan to sell Dodge and trailer on GovDeals..
- Water meters: radio-read option \$325, regular \$200 plus \$115 for radio box; hydrant replacement ~\$6,000 each.
- Fire department requires higher flow; ~100 hydrants may be out of service due to insufficient main capacity.
- 250 water meters (\$325 each), salt (\$65/ton), bridge utility relocation.

Police Department

- Police ballistic shield upgrade estimated at \$6,000–\$8,000;
- Dispatching can be held off for hopefully another year to year and a half.

Fire Department

- New ambulance is arriving next year.
- Grant applied for \$70,000, BWC grant for equipment with \$23,000 out-of-pocket, possible financing.
- Building radio reception fix, estimated at \$1,000; may roll into next year's budget.
- Building signage priority; \$21,000 estimated, grant application submitted to Shelby Foundation.

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Village hall

- Roadside digital sign replacement discussed; estimated cost \$21,000, may be reduced if only digital portion replaced.
- Existing sign is obsolete; repair not possible due to unavailable parts.

Fiscal Office

- New software module Mayor's court cost is \$2,000; enables custom document creation; ticket flow increased substantially.
- Fireproof records cabinets.
- Ordinance codification
- Chairs for Mayor's Office

Wage Structure, Pay Equity, and Retention Challenges

- Wage structure lacks consistency: pay disparities exist between employees with similar roles and qualifications.
- Research conducted on pay scales in surrounding cities; difficulty comparing due to departmental differences.
- Proposed pay scale based on City of Willard model; includes step increases, CDL/license incentives, and annual cost-of-living adjustments (typically 1.5–3%).
- Concerns raised about fairness, retention, and lack of performance-based raises; need for structured, transparent, and merit-based compensation system.

Evaluation Process, Raises, and Employee Feedback

- Pay disparities exist among part-time employees, with up to \$6/hour difference for similar tenure.
- Retention issues persist due to low wages and challenging work conditions, turnover impacts insurance and staffing.
- Cost of living adjustments and performance evaluations determine annual raises; last year most hourly employees received a 10% increase.
- Current cost of living increase considered is approximately 2.8% nationwide; a 5% raise is under discussion.
- Retention and fair compensation for utility and fire department workers are priorities; evaluations and budget decisions pending.

Action Items

- **Obtain Quotes for Equipment** Get updated quotes for trailer, skid steer upgrades, and two Ford trucks with trade-in values before the next finance committee meeting.
- **Complete Wage Comparison Research** Finish gathering wage and ordinance data from surrounding cities and finalize proposed pay scale for the utility department.
- **Schedule Next Finance Committee Meeting** Arrange the next finance committee meeting after employee evaluations are completed to finalize budget and wage decisions.

Meeting adjourned at 7:41pm



DiAnn Jamerson, MMC, Fiscal Officer

All formal actions of the Village of Plymouth concerning and relating to the adoption of resolutions and/or motions passed at this meeting were adopted in a meeting open to the public, in compliance with the law, including Section 121.22 of the Ohio Revised Code.