

RECORD OF PROCEEDINGS

VILLAGE OF PLYMOUTH

Rules and Finance Committee Minutes

November 4, 2020

Rules and Finance Committee met on Wednesday, November 4, 2020 at 5:00pm. The following were present:

Councilwoman, Joan Felver
Councilwoman, Susan Moore
Councilwoman, Elaine Root
Councilman, Matt Patrick
Councilwoman, Susan Broderick
Councilman, Dwayne Cassidy

Administrator, Tom Rusynyk
Police Chief, Thomas Hintz
Fiscal Officer, DiAnn Jamerson
Mayor, Cassaundra Fryman
Rebekah Fearing, Administrative Assistant

Rules

Mrs. Root called this meeting to discuss the creation of the position of Assistant to the Village Administrator.

Mrs. Root stated she feels # 3 (additional compensation) should not be done. It would open an assortment of problems for others covering various jobs in an absence of that position.

Examples are as follows:

- Captain Gordon covering for Chief Hintz
 - Assistant Chief covering for Chief Metzger
- Upon further discussion the Fire Department has a set salary for the position.

Other items discussed:

- Time period of consecutive days
- Items the Assistant would be in charge of in the absence of the Administrator
- Important to have a chain of command in the absence of the Administrator
- Assistant should have set duties
- Decided if this is a title change or a job description change
- The Assistant should not be reporting to the Mayor but the Administrator. But should keep the Mayor informed of things going on.

Mayor Fryman stated she feels that if you give someone the title and responsibility, they should be compensated.

Mayor Fryman stated if they wished to look into this deeper, it should be done under executive session if they wish to get more specific.

Mrs. Root stated she would talk to the Solicitor and have something different written up.

Finance

The cares act funding was discussed. The second round of small business grants should be known in the next couple of weeks. The money not used there will be used for the wages in the Fire/Police and any wages in which the schedules were changed to minimize exposure to other employees.

It was also suggested if we receive round four, council should sit down and get a plan for those funds.

Preliminary election results were the Park levy passed but the General levy did not. Mr. Cassidy asked about the impact of the failed general levy. The Fiscal Officer stated we have one more year to get the General fund levy passed. We have two chances May and November. If they do not pass at either we could potentially lose around \$100,000 in our general budget.

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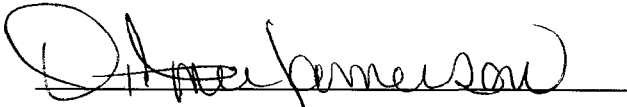
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It was felt Council needs to think of a way to advertise and inform the public on the importance of the levy. This needs to be remembered when deciding expenses next year and get started on the legislation to have it placed on the May ballot.

Mayor Fryman stated she would do a Mayor minute on the subject.

Meeting adjourned at 5:50pm. No additional meetings were set.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "DiAnn Jamerson", written over a horizontal line.

DiAnn Jamerson, Fiscal Officer, MMC