

**RECORD OF PROCEEDINGS  
VILLAGE OF PLYMOUTH**

**Finance Committee Minutes**

25 September, 2023

Finance Committee met on Monday, 25 September, 2023 at 7:00 pm.

The following were present:

- **Committee Members:** Mayor Fryman, Mrs. Carter, Mr. Patrick, Mrs. Moore
- **Employees and other Council Members:** DiAnn Jamerson, Fiscal Officer; James Burton, Village Admin.; Tom Hintz, Chief of Police
- **Visitors:** None

Mrs. Moore began the meeting by asking the Fiscal Officer to report on revenue status as of September 7<sup>th</sup>. Thus far, the village is in fairly good shape as our revenue has slightly exceeded what the fiscal officer anticipated in her budget. Our appropriations have stayed within the budgeted amounts as well.

Members were provided with a hard copy of the revenue summary. Mrs. Moore asked the Fiscal Officer to provide a general summary of the major funds (excluding line items) for council members at the next meeting.

The fiscal officer also provided an end-of-year report for the pool. Total revenue was \$21,772.58 and total expenditures amounted to a little over \$25,900. Final figures will be available at the end of October after all expenses have been paid.

The committee discussed potential uses of the remaining funds from the American Recovery Plan which amount to a little over \$20,000. The group agreed that the money should be transferred to the pool fund pending the rescinding of an earlier ordinance directing monies to be transferred from another fund. The committee will pursue legislation to be presented to council in October.

Mrs. Moore asked that department heads prepare their “wish lists” for 2024 before the next finance committee meeting, and that they provide estimates of costs along with documentation supporting those costs for any major purchases they wish to make.


In addition, department heads were asked to prepare their recommendations for pay increases in 2024 by the time the committee meets again. Mrs. Moore will meet with each department head to discuss their recommendations prior to the next meeting.

The committee also revisited an earlier discussion about setting aside funds for future bridge repairs after the village takes ownership of the West Broadway railroad bridge. Mrs. Moore will contact the village solicitor to inquire about the process to set up a specific bridge fund.

Finance will next meet on Tuesday, October 31<sup>st</sup> at 5:30 pm. and again on November 20<sup>th</sup> at 5:30 pm.

Meeting adjourned at 8:07 pm.

Respectfully



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Susan Moore, Finance Chair