

RECORD OF PROCEEDINGS

VILLAGE OF PLYMOUTH

Committee before Council

Held August 8, 2023

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The Village of Plymouth convened in Committee on August 8, 2023 at 6:50PM in person. Mayor Fryman called the meeting to order with the following members and visitors present:

Mrs. Susan Moore	Present	Mr. Matthew Patrick	Present
Vacant	-	Mrs. Hannah Carter	Present
Mr. Jeff Brown	Present	Ms. Susan Broderick	Present

EMPLOYEES: *James Burton, Administrator; DiAnn Jamerson, Fiscal Officer; Richard Metzger, Fire Chief; Montel Gordon, Police Captain; Rebekah Fearing, Tax/Court Clerk and Solicitor Burton.*

OTHERS: *Tony Vero, Richland county Commissioner.*

Mrs. Broderick stated there are two Resolutions and one motion for consideration tonight.

Motion: Keylee McCready Part-Time and Volunteer Fire/EMT

Mayor Fryman stated her employment will be pending results of drug test and physical. Chief Metzger stated we are just waiting for the results.

Resolution : Timecolck Plus, LLC

Mayor Fryman stated Council wanted the staff to have a timekeeping system to punch in and out. Timeclockplus is the company they have been working with. The cost will be split based on number of employees. (Fire 40 %, Police 25 %, Village Administration 35 %)

Mr. Brown asked if an actual company will be doing this. Mayor Fryman stated this is for the support for the software we will be using. Captain Gordon stated we will be doing the approving of the time and scheduling.

Mr. Brown asked if this is only for the Police department. Mayor Fryman stated it is for everyone.

Chief Metzger stated there are a lot more features than just clocking in and out. It allows tracking of schedules.

Mr. Patrick stated he thought we had a discussion on we had put the brakes on spending. Mrs. Moore stated yes that was discussed. Mr. Brown stated we won't have any extra money to spend and this is \$2,400.00 dollars.

Ms. Broderick asked why spend \$2,400 when we can use a \$50.00 time clock. We have some time clocks just none up here. We have asked them for over a year saying it needs to happen and it hasn't.

Patrick asked if there was one out at the shop. Administrator Burton stated yes. Matt stated weren't they supposed to be used up here. Administrator stated they are all in use.

Captain Gordon stated they are currently using the same system we are looking at. Gordon explained why the computer time clock is better.

Patrick stated so you can justify \$2,400.00. Gordon stated yes he could and went on to explain why this software is important.

Brown asked how many companies he looked at. Gordon responded he has checked out five different companies. He needs scheduling and auto total that help with tracking hours.

Moore asked how old the current system was. Gordon stated seven to eight years old.

Patrick stated so basically you just want to upgrade it. Gordon stated yes.

Metzger stated as for Fire, the current schedule is on a board on a wall. This would allow the department to pick up time or be notified of an open shift.

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Fiscal Officer stated the software auto calculates the time. We currently spend a lot of time calculating time cards.

Brown asked if it will update all the timeclocks. Patrick stated so it will cover all employees. It was stated yes it would.

Resolution: Accepting the proposal of the Ohio Rail Development Commission


Mayor Fryman stated since this is the first reading she is going to read the whole document so everyone will be aware of what it involves. It is discussing what the Ohio rail Commission is agreeing to pay contingent upon the grant being approved and the Walnut Street closure. Fryman asked if there were any questions.

Mr. Patrick stated he read over it. He doesn't like # 4 where it says: "THAT the Mayor and Fiscal Officer are hereby authorized to execute any and all documents and to do all other things they deem necessary to effectuate the purposes of this Legislation, including entering into any contractual agreements with Ashland Railway and ORDC." Patrick further went on to say, if Council passes this they will no longer have a say in any of this. Mayor Fryman stated this is only for items referred to in this legislation. Patrick stated so maybe he is out of line, but why doesn't it say the Mayor and Administrator? Patrick stated he is just wondering.

Mayor Fryman stated the Administrator is not the person who signs off on the financial information, The Fiscal Officer is.

Mr. Patrick asked Solicitor Burton. Would it be the Administrator. Solicitor Burton stated no, It would not be the Administrator. In this case we are looking at grants. There is money involved she has to sign it. The Village Administrator deals with streets and utilities. He is not the Fiscal agent. This contract is not something the Administrator would be signing for. The Mayor signs as the contacting agent and the Fiscal Officer signs for funding.

Committee adjourned at 7:03 PM.



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.