

RECORD OF PROCEEDINGS

VILLAGE OF PLYMOUTH

Rules and Finance Committee Minutes

May 19, 2020

Rules and Finance Committee met on Tuesday, May 19, 2020 at 11:00am and 11:30 am respectively. The following were present via webex:

Councilwoman, Joan Felver
Councilwoman, Susan Moore
Councilwoman, Elaine Root

Administrator, Tom Rusynyk
Police Chief, Thomas Hintz
Mayor, Cassandra Fryman
Fiscal Officer, DiAnn Jamerson

Rules Committee meeting 11:00am

Mrs. Root went over the difference between council meetings and committee meetings. Council is for doing business and committee is to get business done, such as coming to a consensus on a subject, working through issues, or debating pros/cons. Another item brought up was why everyone was not at the committee meeting. Anyone can come to committee but only the actual members may bring up issues. This would cut back on items being discussed in the wrong committee. Also discussed was the matter of the agenda. Old business is for a status update and new business is for something new which may need to be discussed in the respective committee.

Mrs. Moore felt that old and new business should be placed back on the agenda.

Mrs. Root stated as she understood since we are under special circumstances a full agenda is not necessary.

Mrs. Moore felt it should be put back on the agenda.

The Fiscal Officer stated she had spoken with the Mayor and the agenda will be the full agenda at the next meeting.

Mrs. Moore expressed the hope that the next meeting would be in person.

Mrs. Root had a few things to bring up for rules:

1. 52.02 dealing with storage practices. It was passed in 2004. It is dealing with garbage and lids. This needs to be changed to what we are doing now.

Discussion took place on the handling of garbage. This is about the receptacle part. Basically the items need to be removed. She will hand out when we can meet face to face.

2. When an employee leaves employment in the Village and then get hired back do they pick up where they left off or start over.

Discussion took place. The Administrator stated it was talked about last winter. And would it also qualify for someone coming to work here and honor their time in another community.

Mrs. Root asked them to think about this stuff for when we can get back to face to face meetings.

Mrs. Root felt these are items to think about moving forward. It could help in obtaining new employees. Chief Hintz stated sick leave is governed by the Ohio revised code. Mr. Rusynyk also stated he was wondering about vacation and seniority.

The Fiscal Officer broke in to let them know that it was 11:30 and we will needed to adjourn and log back in for finance and if the subject matter needed to continue we could do it there.

Rules adjourned at 11:30am

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Rules and Finance Committee Minutes

May 19, 2020

Finance Committee met on Tuesday, May 19, 2020 at 11:30am. The following were present via webex:

Councilwoman, Joan Felver
Councilwoman, Susan Moore
Councilwoman, Elaine Root
Councilman, Matthew Patrick

Administrator, Tom Rusynyk
Police Chief, Thomas Hintz
Mayor, Cassandra Fryman
Fiscal Officer, DiAnn Jamerson
Richard Metzger, Fire Chief
Chris Kelbley, Vol. Fire/Emt

Finance Committee

Mrs. Felver asked how the legislation should be written.

Mrs. Moore asked for a review of the vehicles.

Chief Hintz stated Council passed a motion for a letter of intent to Tim Lally Chevrolet. We would be trading in the Caprice for a new Tahoe fully equipped. In a prior meeting it was stated that we would wait until next year to trade in the explorer. The fully equipped Tahoe will cost \$ 37,782.60. The equipment package was reduced from approximately \$11,000 to \$8,753.80. The police vehicle will need to be financed through GM Financial. To get the financing where it would be payable in 2021, it would need to be passed in July.

Discussion took place.

Next discussed was the Utility trucks.

Administrator Rusynyk stated we will be trading in 3 trucks. Two of the trucks will cost approximately \$12,000 each. The third truck will cost approximately \$160.00. Two of them will be equipped with plow packages.

Discussion took place on paying cash or financing the utility trucks. Finances were discussed and where we might see decreases in income. The Fiscal Officer stated we will see a decrease in our street revenue. The Huron County Auditor stated to expect about a 20% decrease in gas, mvl and permissive tax. Local government is unknown at this time.

Discussion also took place on utilities. It was stated the electric will not be shut off until after June 1, 2020. Due to the fact that kids are still in school. They need electric to continue school work that is why it is being left on until June 1, 2020. After that electric can be shut off.

Chief Metzger stated they are replacing the fire brush truck. We will need to put it out for bid because the total purchase price is over the bid limit. Total cost would be approximately \$59,000. That price includes everything. We are planning on paying for it out right.

It was asked if there was anything that needed to be done to the building. Chris stated we still need to address the gutters.

Discussion took place on if the legislation should be done as emergency or not and how many forms of legislation.

It was decided to write them as emergency. They would then have the choice to suspend the rules or not and they would become law after the final passage.

The Fiscal Officer stated as for the process of the fire truck when placing it out to bid, it would need to be published once a week for two weeks and bids can be opened 8 days after the final publication.

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Mrs. Felver asked if there was anything else to be discussed in finance or to consider at the next meeting.

Mrs. Moore asked that the department heads look at their budget and see if there are areas which can be cut, definitely for next year and possibly even this year.

Chief Hintz and Chief Metzger stated they are operating at bare bones, not really purchasing or doing anything that is not necessary.

Chief Metzger brought up fax integration with Imagetrend, the new fire software. It would directly link to the hospitals and transfer the report directly to them. Eliminating the need to fax information. There is an annual fee of \$480.00 and the set-up fee of about \$200.00. There are 3 hospitals we currently use. There will need to be a motion to enter into an agreement.

Discussion took place on how to handle this legislation. Depending on how the legislation is wrote it will be done as an emergency and without 3 readings if it is a resolution.

Administrator Rusnyk was asked to address concerns regarding finances. He stated he did not feel it would have a big impact on his departments.

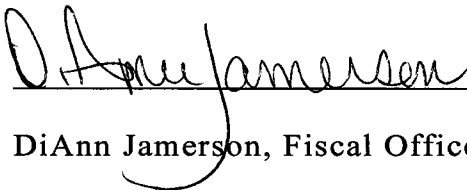
Mrs. Moore asked about media day at the solar plant. It was rescheduled for Friday at 2pm.

Mrs. Felver asked what they would like to discuss at the next meeting or let her know at a later date. Mrs. moore stated we would review the finances and budget at the next meeting to see how things are going.

Mr. Patrick stated he would like to know if/when we will be going back to live meetings. Everyone around us is having them.

Mrs. Felver stated we are running according to the Governor's protocols and she is impressed that the department heads are concerned with the safety of everyone. She asked if anyone had anything else for finance. With nothing heard the meeting was adjourned at 12: 22pm

Respectfully submitted,



DiAnn Jamerson, Fiscal Officer, MMC