

9-6-2022

Personnel and Finance

Date: ~~8-16-2022~~

Time: 6:06pm

Members Present: Daniel Angel (Councilman and Chair), Laura Meyer (Councilwoman), Carol Bailey, Robert Schacht (BPA) and Sarah Dyer (Fiscal Officer joined at 6:30pm)

Guest: Jeff Barres (Village Lineman), Sue Rahe (Council President) and Eric Campbell (Zoning Inspector)

Topics:

1. Jeff Barres

- a. Councilman Angel opened the meeting welcoming Mr. Barres.
 - i. Councilman Angel reaffirmed the Committees commitment to meeting with all Village employees individually.
- b. Councilwoman Meyer asked how can we be more supportive of you in your job?
 - i. Mr. Barres stated he wished there was a way for the general public to gain better understanding of how some work in the Village takes priority over other jobs.
 - ii. Mr. Barres stated there are many tree trimming jobs that are not getting done because other jobs are taking Mr. Barres attention.
- c. Councilman Angel asked for clarification on how the BPA handles the need to hire out of the Village for work?
 1. Mr. Barres stated he would usually get bids for the work, and the BPA would decide which bid to go with.
 2. In cases of emergencies, Mr. Barres has the authority to make any decisions needed to resolve the problem.
- d. Councilman Angel asked if the Village needed to hire a contractor to clear trees off the power lines.
 - i. Mr. Barres stated at the moment no, but the time may come where the Village will need to hire a contractor.
- e. Robert Schacht (BPA) asked Mr. Barres if he felt overwhelmed by the workload.
 - i. Mr. Barres replied, "No, but there are a lot of work and people need to be patient."
- f. Mr. Barres discussed the substation issues within the Village.
 - i. The issue has gone back to 2010
 - ii. Both substations are in need of repair or replacement.
 - iii. Only the south substation is operating right now.
 - iv. Mr. Barres stressed that these issues can no longer be simply "band-aided" but must be solved with new parts and components.

- g. Councilwoman Meyer asked Robert Schacht (BPA) if BPA realized the magnitude of the issue.
 - i. Robert Schacht (BPA) answered absolutely, and these issues are discussed regularly at BPA meetings.
- h. Councilman Angel asked if Mr. Barres was in need of any equipment.
 - i. Mr. Barres stated no.
 - ii. Mr. Barres stated he has had total trust from the BPA and Ms. Dyer to replace equipment when the time comes.
- i. Mr. Barres asked the Committee about the Part-Time employee salary
 - i. Mr. Barres stated that fellow employee Brian Heestand had not received a wage increase despite the Wage Ordinance stating the salary range for Brian's position is higher than what he is being paid.
 - ii. Mayor Bailey stated that Brian Heestand was rehired under the agreement that his salary would not change. Mayor Bailey stated that was an agreement made long before any current member of the Committee, herself, and possible any Council members were elected.
 - iii. Mayor Bailey stated she would look to see if the contract in question can be located.
- j. Mr. Barres informed the Committee that the bucket truck will no longer pass inspection in 2025.
 - i. The Committee agreed to look at what monies have been appropriated for a new truck and then investigate time frame the Village will need to buy a new truck.
 - 1. The greatest concern is waiting till late 2024 only to have supply chain issue similar to the Village's experience in leasing the current backhoe.

2. Motor Vehicle Permissive Tax:

- a. Councilwoman Meyer stated that at this time, the Village of Pemberville can enact permissive tax under ORC Section 4504.06 (since Wood County has not enacted 4504.02), 4504.172 and 4504.173. Each of the sections would increase the motor vehicle permissive tax by \$5 per vehicle per registration year.
- b. Councilwoman Meyer stated that currently, Pemberville receives a 50% distribution per ORC 4504.15.

3. Time clocks

- a. Ms. Dyer informed the Committee that she is not in favor of continuing to use the current system. The primary issues are:
 - i. Logging in from any location.
 - 1. The software does not allow for Ms. Dyer to determine where the employee is located when "clocking in" for work.
 - 2. Ms. Dyer stated that she "spent a lot of time reminding pool managers about the time clock logins and how they needed to be done."

3. Ms. Dyer would like the Committee to explore other options moving forward.
4. The Committee will explore other options.

4. Comp-time

- a. In a previous meeting, it was mentioned that Comp-time is to be paid out every quarter.
 - i. Councilman Angel stated that he met with all the BPA and Streets employees to inform them of the current law and the date when comp-time would be paid out.
 - ii. That date will be the first paycheck after Sept. 30th.

5. Overtime

- a. Councilwoman Meyer asked if there are any concerns for overtime on the year.
- b. There is usually a large amount of overtime earned this time of year because of the Pemberville Fair. Last year, the Police Department was over on their yearly budget in part because of the Fair.
- c. Currently Jeff Barres has worked a tremendous amount of overtime.
- d. Ms. Dyer stated she plans to look at overtime and will inform the Committee.

6. Timeline

- a. Mayor Bailey stated she would like to nail down dates for upcoming issues before the Committee.
 - i. Temporary appropriations needs to be approved by December 20th.
 - ii. Wage Ordinance needs to be passed by end of December.
 1. This includes any changes to raises and comp-time.
 2. The wage ordinance needs to be ready for three readings starting Nov. 1.

7. Announcement for Chief

- a. Councilwoman Meyer asked if there will be an official announcement for the hiring of Police Chief John Vaughn
 - i. Mayor Bailey stated it was too late to have the announcement on the bills.
 - ii. Mayor Bailey stated she plans to walk with the Chief and introduce him to the community.