

**Village Board of Trustees
Meeting Minutes of February 16, 2010**

Present: Trustee Gates, Horylev, Lee & Speer
Village Manager, Janet SurrIDGE
Village Clerk, Shari Pearce
Superintendent of Public Works, Mike McHenry

Absent: Mayor Larry Gurslin

Vice Mayor Horylev called the public meeting to order at 4:00 p.m. with the pledge of allegiance to the flag.

Personnel

At this time, the Village Employees met with the Village Board to submit a proposal for the upcoming budget regarding their benefit package.

Vice Mayor Walt Horylev presented DPW employee Jeff Pearce with a plaque and a gift certificate for his twenty years of service and commended him for a job well done.

Resolution to authorize payment of \$30.00 to Carmestro's Restaurant for a gift certificate for employee recognition. Trustee Gates made the motion, seconded by Trustee Speer. Carried unanimously 4-0.

Planning Board

Resolution to appoint Jim Jackson to the Planning Board to fill Joe Galatio's term of office, which will expire on 3/31/12. Trustee Lee made the motion, Trustee Speer seconded the motion. Carried unanimously 4-0.

Assistant Building Inspector

Mrs. SurrIDGE discussed with the board the possibility of sharing building department services with the Town of Parma. Currently, Jim Volkmar serves as our Assistant Building Inspector. He works full time for the Recreation Department and has a busy schedule in the summer and does not have time to learn the software and dedicate himself fully to the job. If Mr. Lissow becomes ill or takes a long vacation, we have no backup for him and this should be corrected.

Mrs. SurrIDGE was asked to pursue an Intermunicipal Agreement with the Town of Parma to share building inspector services when needed, i.e., vacations, training, sick time. Until an alternate plan is worked out, Mr. Volkmar shall remain as our Assistant. Mrs. SurrIDGE was further instructed to inform Mr. Volkmar of our intentions and explain why we are not sending him to the upcoming FLBOA training conference.

Main Frame Office Server

Mrs. SurrIDGE explained to the board our server is in great need of replacement. This was originally scheduled to be replaced in the next budget year; however, due to the very low disk space and our back up failing almost daily, this is an immediate necessity. She is recommending the following resolution.

Resolution to accept the proposal from Tri Delta Resources to replace the main frame computer server for a price not to exceed \$9000.00, since the existing server is low on disk space and is showing signs of possible failure. Be it further resolved that the funds to pay for this work shall be paid as follows: Half of the cost shall come from the Water Fund and the other half shall come from the Electric Fund. The budget amendment would be as follows:

Increase F8310.2	\$4500.00	Administration equipment
Decrease F8340.4	\$4500.00	Purchase of Water Meters
Increase E8410.2	\$4500.00	Administration, equipment
Increase E599	\$4500.00	Appropriated Fund Balance

Motion made by Trustee Gates, seconded by Trustee Lee. Carried unanimously 4-0.

Joint Meeting

A discussion took place about changing the upcoming joint meeting with the Town of Parma that is currently scheduled for March 30, 2010 at 6:30 p.m. to an alternate date in April. The reason being that March is a busy month with budget meetings and next month, there will be a new Mayor and new Trustees.

Village Board Meeting

Resolution that the regular scheduled meeting be changed from March 2, 2010 to March 9, 2010. Trustee Lee made the motion, seconded by Trustee Speer. Carried 3-0-1 (Trustee Gates abstained, he will be on vacation).

Personnel

Resolution to enter into executive session at 4:50 p.m. to discuss personnel matters. Trustee Horylev made the motion, Trustee Speer seconded the motion. Carried unanimously 4-0.

Resolution to exit out of executive session at 5:30 p.m. Trustee Lee made the motion, Trustee Horylev seconded the motion. Carried unanimously 4-0.

During executive session, the Board discussed the need to create wage brackets for hourly employees. They also discussed a recommendation from Mrs. Surridge to eliminate the long standing policy of granting general raises to all employees. Her proposal is to give raises solely on job performance and the raises can be a mixture of both per hour increments and merit increases. The decision for each employee should be made by the Management Team.

After reviewing this, the Board is supportive of the new concept and gave the Management Team a sum of \$22,000 to work with. However, it was stated by the Board that this sum could be reduced if it is determined during the budget process that cuts need to be made to balance the budget.

There being no further business, the meeting was adjourned at 5:35 p.m.

Respectfully Submitted,

Shari Pearce, Village Clerk