

June 13, 2023 Personnel & Finance Committee Meeting Summary

This provides a summary of the June 12, 2023 Personnel & Finance Committee Meeting. The meeting started at 4:33 p.m. and ended at 5:39 p.m.

Members Present: Councilman Larry Prues, Councilman Dennis Dalton, Councilwoman Mary Allen, Committee Chair, Fiscal Officer Joel Gilpin, Fire/EMS Chief Tim Feldkamp, Police Chief Eric Williams, and Interim Administrator, Bob Lindhorst.

Absent: Mayor Ewing due to illness

Guests: Councilman Ryan Woodruff and Councilman Richard Feldkamp

Discussion Topics:

There were discussions in the normal four broad areas: Finance, Village Administration, Police Department, and the Fire & EMS Department.

Finance – Fiscal Officer Joel Gilpin

1. Interest earned from StarOhio for May was \$4, 930.09
2. RITA will be implementing the Subpoena Program again for Non-filing Taxpayers
3. We're still waiting on Duke Energy and their contractors to finish their estimates for replacing the streetlights with LED fixtures. Joel has also asked them about doing Rose Vesper Park. We have the funds to help pay for the park from the county park district.
4. To put a tax levy on the November 2023 ballot we first need a Resolution of Necessity passed and filed. The County will give us estimates of taxes produced. Then we must file a Resolution to Proceed.
5. The Tax Budget is due July 14th to the county auditor. A public Tax Budget Meeting is scheduled for July 11 2023 at 6:45 p.m.
6. Loan payments are due July 1st and 3rd totaling \$81,494.33
7. There was more discussion about the market adjustments to be made. Joel provided the attached market adjustments to be made.

Motion: Motion to accept the market adjustment recommendations presented to Council from Chief Tim Feldkamp, Chief Eric Williams, and from Interim Administrator, Bob Lindhorst. These changes will be effective the first pay period following the initial motion, which is June 2, 2023

***The Committee has reviewed all checks and electronic payments for the month May 2023.**

Motion: Motion to pay the bills.

There has been discussion about changing or removing the nepotism language in the Village of New Richmond Personnel Policy. After speaking with our Solicitor, Scott Solman, I'm recommending we change the wording per the attached document.

Motion: I make a motion to change the Village of New Richmond Personnel Policy, Section 402: Certification of Eligibility to read:

An individual who has a family member currently employed as a supervisor or department head is not eligible for employment within the department in which the employee is employed as a supervisor or department head. This will not require the removal of an existing employee, whose family member is elected to office or who becomes a department head after an employee is hired.

Village Administration – Interim Village Administrator Bob Lindhorst

1. Discussed his proposed market adjustments.
2. Bob stated he's working with Steve Canter, on the new water meters.

Police Department – Police Chief, Eric Williams

Chief Williams had nothing to report at this time.

Fire/EMS Department – Fire/EMS Chief Tim Feldkamp

Chief Feldkamp had several personnel changes.

1. Hire Robin Taylor, Andrew Royalty, and Lucas Kroener as part-time Firefighter/EMT's at a rate of \$16.10 an hour starting June 14, 203. They will all serve a one-year probation and pay into social security.

Motion: Motion to hire Robin Taylor, Andrew Royalty, and Lucas Kroener as part-time Firefighter/EMT's at a rate of \$16.10 an hour starting June 14, 203. They will each serve a one-year probation and pay into social security.

2. Accept the resignation of Miranda Sims effective May 19, 2023. She does not leave in good standing.

Motion: Motion to accept the resignation of Miranda Sims effective May 19, 2023.

Miscellaneous Discussion:

There was additional discussion again about the need to put a tax levy on the November ballot. The Committee has agreed to have an additional Personnel & Finance Committee Meeting on Monday, June 26, 2023 4:30 – 5:30 to discuss planning and next steps.

Councilman Prues stated he would lead the Tax Levy Project.

Guest comments: None

Section 402: Certification of Eligibility

Current

Individuals who have an immediate family member who is an elected Village official are not eligible for employment by the Village of New Richmond, Ohio. In addition, an individual who has a family member currently employed as a supervisor or department head is not eligible for employment within the department in which the employee is employed as a supervisor or department head. This will not require the removal of an existing employee, whose family member is elected to office or who becomes a department head after an employee is hired. The Chief Personnel Administrator shall make a recommendation to the Personnel and Finance Committee who shall then consider the recommendation of the Chief Personnel Administrator and if they agree with the recommendation recommend to full council the individual for employment.

Proposed Change

An individual who has a family member currently employed as a supervisor or department head is not eligible for employment within the department in which the employee is employed as a supervisor or department head. This will not require the removal of an existing employee, whose family member is elected to office or who becomes a department head after an employee is hired.

Employee	Pay Rate	Department	Full or Part Time
Abercrombie	\$18.50	Fire & EMS	Part
Beckman	\$21.54	Police	Full
Cox	\$16.10	Fire & EMS	Part
Eccard	\$16.10	Fire & EMS	Part
Evans	\$16.10	Fire & EMS	Part
Heuer	\$18.00	Police	Part
Hucker	\$17.50	Fire & EMS	Part
Hughes	\$17.15	Fire & EMS	Part
Keely	\$18.00	Police	Part
Kelley, Cal	\$16.10	Fire & EMS	Part
Kelley, Cas	\$16.10	Fire & EMS	Part
Kelsey	\$22.54	Police	Full
Ledford	\$17.15	Fire & EMS	Part
Lovett	\$17.15	Fire & EMS	Part
Mitchell, C	\$20.50	Fire & EMS	Full
Mitchell, T	\$20.85	Fire & EMS	Part
Moore, D	\$17.15	Fire & EMS	Part
Moore, K	\$17.15	Fire & EMS	Part
Novak	\$16.10	Fire & EMS	Part
Pairan	\$20.54	Police	Full
Pelzel	\$17.15	Fire & EMS	Part
Stigler	\$21.85	Fire & EMS	Full
Tiller	\$16.10	Fire & EMS	Part
Vonder Meulen	\$16.10	Fire & EMS	Part
Weaver	\$17.15	Fire & EMS	Part
Welch, J	\$16.10	Fire & EMS	Part
Welch, W	\$16.10	Fire & EMS	Part
Wilson	\$16.10	Fire & EMS	Part
Wuest	\$16.15	Fire & EMS	Part
Young	\$20.54	Police	Full

Market Wage Adjustment

Employee Name	Current Wage	5%		7%	
Norm Collins	\$ 24.00	\$ 1.20	\$ 25.20	\$ 1.68	\$ 25.68
Rob Painter	\$ 18.75	\$ 0.94	\$ 19.69	\$ 1.31	\$ 20.06
Tom Welsh	\$ 16.00	\$ 0.80	\$ 16.80	\$ 1.12	\$ 17.12
Jake Bauman	\$ 17.00	\$ 0.85	\$ 17.85	\$ 1.19	\$ 18.19
Gary Spires	\$ 16.00	\$ 0.80	\$ 16.80	\$ 1.12	\$ 17.12
	\$ 91.75		\$ 96.34		\$ 98.17
2080 hrs a yr	\$ 190,840.00		\$ 200,382.00		\$ 204,198.80
	\$ 238,550.00		\$ 250,477.50		\$ 255,248.50
Annual Increase			\$ 9,542.00		\$ 13,358.80
Fully Loaded 25%			\$ 11,927.50		\$ 16,698.50