

RECORD OF PROCEEDINGS
Village of Peninsula Council
SPECIAL SESSION
DRAFT

Held: March 9, 2017

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CALL TO ORDER: The Village of Peninsula Council convened from 7:03 p.m. to 8:23 p.m., in the Peninsula Village Hall. Mayor Douglas Mayer called the meeting to order with the following members and visitors present:

COUNCIL MEMBERS:

Mary Booth	Present	Douglas Mayer, Mayor	Present
Diane Holody	Present	Daniel Schneider	Absent
Carol Kramer	Present	Pamela Schneider	Present
Michael Matusz	Absent		

OTHERS PRESENT

Brad Bryan, John Stiegel, Reesá Mathews

PURPOSE OF MEETING:

To Discuss 2017 Budget
Administrative Assistant Position

2017 Budget

Fiscal Officer, John Stiegel, gave council members a comparative budget, which showed expenditures for 2015 and 2016, and projected spending for 2017.

- Police Budget - Diane questioned why the 2017 Police Budget is \$65,000 above the expected expenditures
- Service Budget
 - Biggest difference in the budget is the appropriation for the truck - \$60,000
 - Road work (paving program) is budgeted for \$40,000 for side roads
 - There is a \$30,000 buffer, can it be used to fix Stine Road
 - The county is holding about \$30,000 of Permissive Tax funds, that are available for road work
 - The estimated cost for a full repair of Stine Road was \$200,000, three years ago, and included the Boston portion
 - The estimated cost to repair the hill on Stine Road was about \$70,000, three years ago
 - Available money in the General fund (checking account) that rolled over from last year, that has not been appropriated - \$600,000
 - Can part of the overage budgeted from the Police Budget be used for the Stine Road repair
 - Need to evaluate the Stine Road, and determine where the worst parts of the road are, and how much it would cost to fix it

Administrative Assistant Position Update

The Fiscal Officer reported that of the thirteen (13) candidates chosen from the initial pool of applicants, three pulled their names from consideration, the other ten did not respond.

MOTION: TO GIVE THE FISCAL OFFICER PERMISSION TO READVERTISE THE PART-TIME ADMINISTRATIVE ASSISTANT POSITION.

Moved by Ms. Schneider, seconded by Ms. Holody.

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DISCUSSION: The ad should say, "Seeking part-time Administrative Assistant to work up to 29 hours a week. The starting pay is \$12.50/hour. The deadline to apply for the position is Friday, March 31, 2017. For more information go to http://villageofpeninsula-oh.gov/?page_id=1812." The Solicitor, Brad Bryan, suggested that we post the job duties on the website. Joe can update the Village website and Facebook page. The deadline to submit the ad to Westside Leader is Tuesday, March 14th, at noon. The ad should also be submitted to Community News. The deadline to submit resumes is 4:00 p.m., Friday, March 31, 2017. Votes were: Mary Booth, yes; Dee Holody, yes; Carol Kramer, yes; Michael Matusz, absent; Daniel Schneider, absent; Pamela Schneider, aye. **Motion passed with 4 votes** (Motion 39-2017)

LONG-RANGE COMMITTEE

The Committee has a budget of \$5000.

ROADS AND PUBLIC WORKS

Mary delivered a message for Mike and asked, "Do we need to hire a full-time road person?" Currently, seasonal workers are working more than 40 hours/week. But, Dave has not been working, due to sickness. He can come back to work next week. But, several questions were raised concerning the needs of the village.

- Do we need to hire another part-time worker?
- Should the seasonal positions become part-time positions?
- Should a project list/maintenance schedule be submitted before another position is created?

ADJOURNMENT

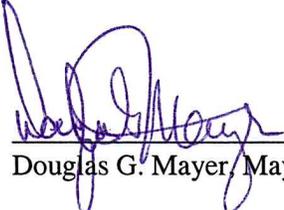
MOTION: TO ADJOURN, AT 8:23 PM.

Moved by Ms. Schneider, seconded by Ms. Holody.

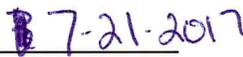
Votes were: Mary Booth, aye; Dee Holody, aye; Carol Kramer, aye; Michael Matusz, absent;

Daniel Schneider, absent; Pamela Schneider, aye. **Motion passed with 4 votes.** (Motion 40-2017)

Respectfully submitted:



Douglas G. Mayer, Mayor



Date



John D. Stiegel, Fiscal Officer



Date

rlm

3/11/2017