

**FINANCE COMMITTEE
COUNCIL ROOM
OCTOBER 11, 2017
5:30 P.M.**

The Finance Committee met in the Council Room of City Hall, Mayor Mabie presiding. On roll call: all members present.

The minutes of the previous meeting were declared approved.

Discussion followed on the Wage Schedule for 2018:

WAGE SCHEDULE FOR 2018

<u>COUNCIL</u>	<u>ANNUAL</u>	<u>HOURLY</u>
Mayor (base + per meeting)	\$ 6,000	\$ 35.00/meeting
Council Members (base + per meeting)	2,000	\$ 35.00/meeting
President of the Council	275	N/A
Chair, Commission on Public Works/Utilities	275	N/A
 <u>CLERK-TREASURER</u>		
Clerk-Treasurer	\$ 59,634	\$ 28.67 (A)
Deputy Clerk-Treasurer	39,062	\$ 18.78 (A)
Assistant Clerk-Treasurer (1,200 hours/year)	N/A	\$ 13.50 - 14.00 (A)
 <u>ELECTION BOARD</u>		
Chair	N/A	\$ 9.47
Poll Worker	N/A	9.32
 <u>CITY ATTORNEY</u>		
Attorney	\$ 26,390	N/A
 <u>CITY HALL</u>		
Custodian (600 hours/year)	\$ N/A	\$ 11.92
 <u>POLICE ADMINISTRATION</u>		
Chief	\$ 58,968	28.35
Detective (23.26 + 2.35)	53,269	25.61 (U)
1 st Officer (23.26)	48,381	23.26 (U)
2 nd Officer (23.26)	48,381	23.26 (U)
3 rd Officer (22.02 - 23.26)	45,802 - 48,381	22.02 - 23.26 (U)
4 th Officer (22.02 - 23.26)	45,802 - 48,381	22.02 - 23.26 (U)
5 th Officer (?)	(?) - 48,381	(?) - 23.26 (U)
Secretary	35,901	17.26
Secretary - Vacant	(?) - 35,360	(?) - 17.00
Extra Help	N/A	8.92
Police & Fire Commission Members	N/A	\$11.00/meeting

PUBLIC WORKS

Director	\$ 63,856	(CP) \$ 30.70	(A)
1 st Operator	46,446	(CP) 22.33	
2 nd Operator	43,867	21.09	
3 rd Operator (17.50 + 2 tests possible)	36,400 - 38,480	17.50 - 18.50	
4 th Operator (17.50 - 18.50 + 2 steps possible)	36,400 - 38,480	17.50 - 18.50	
Water Operator (22.08 + .25 differential)	46,446	(CP) 22.33	
Sewer Operator (22.08 +.25 differential)	46,446	(CP) 22.33	
1 st Utility Operator (18.00 - 18.50 + .25 differential)	37,960 - 39,000	18.25 - 18.75	
2 nd Utility Operator (17.50 - 18.50 +.25 differential)	36,920 - 39,000	17.75 - 18.75	
Part-time Laborer	N/A	8.50 - 9.50	

CEMETERY/PARKS

Sexton/Parks	\$ 44,346	\$ 21.32	(B)
Part-time Cemetery	N/A	8.50 - 10.50	
Part-time Parks	N/A	8.50 - 10.50	

HEALTH

Health Officer	\$ 1,200	N/A	
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LIBRARY

Head Librarian (40 hrs/week)	\$ 39,062	\$ 18.78	
Children's Librarian (32 hrs/week)	22,764	13.68	
Assistant Librarian I (550 hrs/year)	5,099	9.27	
Assistant Librarian II (550 hrs/year)	5,099	9.27	
Substitute Librarian (225 hrs/year)	2,086	9.27	
Custodian - I (11 hrs/week)	4,862	8.50	
Custodian - II (2 hrs/week)	884	8.50	

RECREATION

Director	\$ 48,568	\$ 23.35	
Part-time Laborer	N/A	8.00 - 11.50	
Instructors	N/A	8.00 - 11.50	
Officials	N/A	8.00 - 11.50	

FIRE DEPARTMENT

Chief	Fire Call	N/A	\$ 18.00
	Practice/Meeting	N/A	7.00
	Report	N/A	5.00
Assistant Chiefs	Fire Call	N/A	16.00
	Practice/Meeting	N/A	7.00
	Report	N/A	5.00
Firemen	Fire Call	N/A	15.00
	Practice/Meeting	N/A	7.00
	Report	N/A	5.00

Fire Chief Salary (15 hours/week)	\$ 5,000	N/A
1 st Assistant Fire Chief Salary (2 hours/week)	600	N/A
2 nd Assistant Fire Chief Salary (1 hour/week)	300	N/A
Secretary Salary	480	N/A
Computer Entry	N/A	7.50
Maintenance	N/A	10.00
Fire Warden	1,650	N/A

- (A) Portions of these wages are paid by City, Water and Sewer Departments.
- (B) Portions of these wages are paid by Cemetery and Parks Department.
- (U) These amounts are per Police Department union contract.
- (CP) Cell Phone Stipend authorized 1-12-16 for \$20/month paid quarterly

For Public Works:

Test Bump \$.50 each (water or wastewater)		
Step Program for new hires - after probation	+.50	Year 1
six months later	+.50	
six months later	+.50	Year 2
six months later	+.50	
then	+.75	Year 3
then	+.75	Year 4

Probation Period - Public Works-

Probation until first basic test (Water or Sewer) is obtained
Maximum length of probation is two years from date of hire

Motion Neville, second Clough, to adopt the 2018 Wage Schedule as presented. All Aye.

Discussion followed on further budget cuts and changes - no additional action taken.

The City Clerk reviewed the budget worksheets for insertion of the numbers that have changed.

Discussion followed on the various 2018 budget lines and categories.

Motion Counsell, second Neville, to recommend the Taxes - Code 41000 budget totaling \$254,755 to the Common Council. All Aye.

Motion Neville, second Quicker to recommend the Special Assessments - Code 42000 budget totaling \$ - 0- to the Common Council. All Aye.

Motion Quicker, second Clough, to recommend the Intergovernmental Revenues - Code 43000 budget totaling \$1,243,947 to the Common Council. All Aye.

Motion Clough, second Glassbrenner, to recommend the License & Permits - Code 44000 budget totaling \$11,140 to the Common Council. All Aye.

Motion Glassbrenner, second Counsell, to recommend the Fines, Forfeits & Penalties - Code 45000 budget totaling \$26,500 to the Common Council. All Aye.

Motion Counsell, second Neville, to recommend the Public Charges For Services - Code 46000 budget totaling \$275,302 to the Common Council. All Aye.

Motion Neville, second Quicker, to recommend the Intergovernmental Charges for Services - Code 47000 budget totaling \$75,828 to the Common Council. All Aye.

Motion Quicker, second Clough, to recommend the Miscellaneous Revenues - Code 48000 budget totaling \$39,985 to the Common Council. All Aye.

Motion Clough, second Glassbrenner, to recommend the Other Financing Sources - Code 49000 budget totaling \$125,250 to the Common Council. All Aye.

Motion Glassbrenner, second Counsell, to recommend the General Government - Code 51000 budget totaling \$1,075,257 to the Common Council. All Aye.

Motion Counsell, second Neville, to recommend the Public Safety - Code 52000 budget totaling \$694,468 to the Common Council. All Aye.

Motion Neville, second Quicker, to recommend the Public Works - Code 53000 budget totaling \$746,916 to the Common Council. All Aye.

Motion Quicker, second Clough, to recommend the Health & Human Services - Code 54000 budget totaling \$80,937 to the Common Council. All Aye.

Motion Clough, second Glassbrenner, to recommend the Culture, Recreation & Education - Code 55000 budget totaling \$295,203 to the Common Council. All Aye.

Motion Glassbrenner, second Counsell, to recommend the Conservation & Development - Code 56000 budget totaling \$29,283 to the Common Council. All Aye.

Motion Counsell, second Neville, to recommend the Capital Outlay - Code 57000 budget totaling \$112,913 to the Common Council. All Aye.

Motion Neville, second Quicker, to recommend the Debt Service - Code 58000 budget totaling \$432,618 to the Common Council. All Aye.

Motion Quicker, second Clough, to recommend the Contingency - Code 34000 budget totaling \$86,689 to the Common Council. All Aye.

Motion Clough, second Glassbrenner, to adopt the following proposed 2018 City Budget and 2017 City Levy and recommend the same to the Common Council. All Aye.

2018 CITY BUDGET

EXPENDITURES AND CONTINGENCY

Operations and Maintenance	
General Government - 51000	\$1,075,257
Public Safety - 52000	694,468
Public Works - 53000	746,916
Health & Human Services - 54000	80,937
Culture, Recreation, Education - 55000	295,203
Conservation & Development - 56000	<u>29,283</u>
Total Operations & Maintenance	\$2,922,064
Capital Outlay - 57000	112,913
Debt Service - 58000	432,618
Contingency - 34000	<u>86,689</u>
Total Expenditures & Contingency	<u>\$3,554,284</u>

LESS: REVENUES OTHER THAN FROM PROPERTY TAXES

Taxes - 41000	\$ 254,755
Special Assessments - 42000	-0-
Intergovernmental Revenues - 43000	1,243,947
Licenses & Permits - 44000	11,140
Fines, Forfeits & Penalties - 45000	26,500
Public Charges For Services - 46000	275,302
Intergovernmental Charges For Services - 47000	75,828
Miscellaneous Revenues - 48000	39,985
Other Financing Sources - 49000	<u>125,250</u>
Total Revenues	\$2,052,707
General Funds Applied	<u>349,661</u>
Total Revenues and Funds Applied	<u>\$2,402,368</u>

Proposed City Levy	\$1,151,916
LESS: Computer State Aid	<u>4,016</u>
Net City Levy Before TIDs	\$1,147,900
PLUS: Tax Increment Districts (TIDs)	<u>58,527</u>
Net City Levy	<u>\$1,206,427</u>

Discussion followed on setting the budget hearing date.

Motion Glassbrenner, second Counsell, that the budget hearing be set for Tuesday, November 14, 2017 at 7:15 P.M. in the Council Room of City Hall. All Aye.

Mayor Mabie thanked the other committee members for their involvement in the budget process.

Mayor Mabie thanked the City Clerk for all his work and help.

Motion Counsell, second Neville, to adjourn. All Aye.

Steven J. Mabie, Mayor

Rex R. Roehl, Clerk