

RECORD OF PROCEEDINGS

Minutes of the Annual Budget Meeting for 2025 year

Held on November 7th, 2024



2025 Budget Meeting

November 7th, 2024

Introduction by the Director of Finance

An agenda was presented to all in attendance.
Finance Director Rebecca Shipley-Arnott started the meeting at 5:45 p.m.

Attendance

Council Members in attendance: Erica Bogner, Samantha Cahill, Linda Hall, Jimmy Little, Jeff Patterson, Howard Wade, Jen Warner and Clerk of Council, Tisha Edwards.

Village Directors & Managers in attendance: Finance Director, Rebecca Shipley-Arnott, Assistant Finance Director & Human Resources Manager, Jackie Tiberio; and Director of Information Technology, Mark Crosten.

Discussions

All of Council, The Mayor, and some Village Directors met in Village Council chambers to finalize the 2025 budget. All budget areas were brought to Council and discussed. Council voted to recommend the budget for a vote at the next meeting of Council on Monday, November 18th, 2024. The motion was made by Samantha Cahill and seconded by Linda Hall. All in Favor.

Tisha Edwards 11-13-24
Tisha Edwards Date
Clerk of Council

Jennifer Warner 11-15-24
Jennifer Warner Date
President of Council

Rebecca Shipley-Arnott 11-18-24
Rebecca Shipley-Arnott Date
Director of Finance

Ray A. Martin 11-15-24
Ray Martin Date
Mayor

AGENDA

Budget Review Meeting

November 7, 2024

- **Appropriation Budget – Changes since last meeting**

- Police
 - Added \$12,000 to ITC Alerts Annual License – may need to make two payments next during 2025.
- Health Care – may be some adjustments – will talk more about that in a few minutes.

- **Review Applications for Event Donations**

- Received
 - 4th of July Request for \$2,000.00 additional funds (Going from \$6,000.00 to \$8,000.00).
 - Currently the association receives \$3,000.00 for Village and \$3,000.00 from Brenneman Funds.
 - Financials received. Discuss bank balance – large – but they are spending more than they take in.
 - West Jefferson Community Association (Ox Roast) Request for \$2,000.00 additional funds. Going from \$5,000.00 to \$7,000.00.
 - Currently the association receives \$3,000.00 from Village and \$2,000.00 from Brenneman Funds.
 - Financials received – Shows need.
 - Christmas in the Park requested no additional funds – confirmed with Carol
 - WJYAA did not respond to our letter – assumed they are good with current amount.

- **Approve or Deny the Transfers of Estimated Interest to the Water and Sewer Funds**

- 5101 Water \$31,000 – Transfer for 2024 Interest – not currently in Revenue Budget – Should we do??
- 5201 Sewer \$31,000 – Transfer for 2024 Interest – not currently in Revenue Budget – Should we do??

- **2025 Health/Dental/Vision/Life Insurance**

- 25% Renewal with Allstate and getting a little bit richer plan -- Administrated by Aetna -- \$102,277.20 in savings
 - Broker asking for a Guaranteed Renewal Percentage for second year.
 - May switch the employees from HRA to HSA from 2025 -- \$30,000.00 in savings.
 - May still switch Life Insurance.
 - Dental small increase of 3.4%, Vision no increase (currently in a 4-year contract).

- **Mayor's wages for 2024**
 - Due to 27 pays
 - All other salary employees will be receiving the 27th pay.

- **2025 Pay Scale**
 - Increased by 7.0%.
 - Changed Title of Income Tax Positions from Clerk to Administrator – which was the old title.

- **Reviewed Positions on Pay Scale that Department Heads had concerns**
 - Jackie will review the process.
 - Clerk of Council, Income Tax Position and Mayor's Assistant were reviewed for a salary survey.
 - The new rates appear on the 2025 Pay Scale.