

RECORD OF PROCEEDINGS

Minutes of Finance Committee

Meeting

GRAPHIC VILLAGE - CINCINNATI, OH

Form 6101

Held November 16th, 2023



FINANCE COMMITTEE
Village of West Jefferson Council
MINUTES

November 16th, 2023

CALL TO ORDER

Chairperson Mike Conway called the Finance Committee Meeting to Order at 5:30 P.M.

ROLL CALL

Council Members: Mike Conway, Samantha Cahill, Linda Hall

Quorum Declare: 3 present, 0 absent.

Also attending were: Mayor, Ray Martin; Council Member, Jennifer Warner; Council member Howard Wade; Council member, Richard King; Director of Finance, Rebecca Shipley-Arnott; Assistant Director of Finance & Human Resources Manager, Jackie Tiberio; and Clerk of Council, Tisha Edwards.

APPROVAL OF AGENDA AND MINUTES:

Motion to Adopt the Agenda- The Mayor asked to strike the 2nd item off of the Agenda, Awarding Prior Public Service for vacation equivalent to pay step increases prior to adopting the agenda.

Motion to strike the item moved by Samantha Cahill and seconded by Linda Hall.

·All in Favor

Motion to Adopt the Agenda moved by Linda Hall and seconded by Samantha Cahill.

·All in Favor

Motion to Approve the Minutes of the September 11th, 2023 meeting moved by Linda Hall and seconded by Samantha Cahill.

·All in Favor

OLD BUSINESS: None

NEW BUSINESS:

RECORD OF PROCEEDINGS

Minutes of _____

Meeting _____

GRAPHIC VILLAGE - CINCINNATI, OH

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Held _____

A. Budget Workshop/Employee Benefit Changes

Jackie Tiberio spoke to the Committee that as it was mentioned in the Employee Benefits meeting prior to this meeting, the discussion of giving employees a personal day in lieu of Juneteenth, which is a federal holiday. Effective on January 1 of each year, an employee who is hired as full time and is regularly scheduled with 2080 hours will receive 40 hours of personal time each year. An employee that is hired as full-time and is regularly scheduled with 1664 hours annually will receive 32 hours of personal time each year. An employee hired as part-time will receive personal leave of 24 hours when they have worked 1040 hours in a calendar year.

Jennifer Warner let Council member Cahill that it would be documented in the handbook or somewhere that employees are being given this day in place of Juneteenth so that an employee does not come back in a few years and state they want Juneteenth off, not realizing that they were given a personal day instead to use at their discretion.

Recommendation to Council: Motioned by Linda Hall and seconded by Samantha Cahill.

All in Favor

Mike Conway asked if Becky had heard anything back about the purchase of the Forrest equipment that was discussed at the budget meeting. She said it had not been discussed again but lines had been placed in the budget to purchase equipment whether it be from them or from elsewhere.

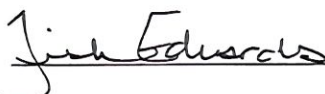
Jackie and Becky let the Committee know that they would be reaching out to schedule another meeting about employee benefits with the new broker so they would let Council know about a date.

Mike Conway asked the mayor what he thought about not hiring John Forrest or buying their equipment for the Village. The mayor stated that he would like to separate the two. That he would like to have the purchase of the equipment separate and one not depend on the other. He would like to hire an operator, whether that operator is John or not, he cannot comment because there are many factors. We will set a job description and a pay scale and go from there. He has also learned that it would be a conflict of interest if he were hired by the Village while being a trustee. We are the largest Village in the state of Ohio. We are going to have a lot of work to do and that equipment would be beneficial. The service they provide is impeccable but there are a lot of factors we have to consider.

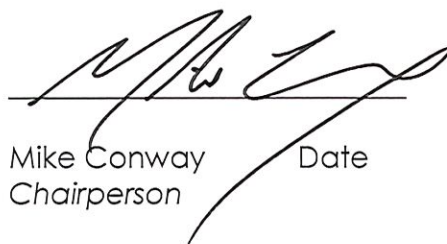
ADJOURN

Motion to Adjourn by Chairperson Mike Conway at 5:45pm. Motion moved by Samantha Cahill and seconded by Linda Hall.

All in favor.

 12/4/23

Tisha Edward Date
Clerk of Council

 12.4.23

Mike Conway
Chairperson