

Village of Cleveland

Special Meeting

5:00PM March 28, 2017

PRESENT: Mayor Laureen Tackman, Trustees Christine Schreiber, Randy Blowers, John Scatena, Zack Avery, Paul Baxter, Kay Foster, Trustee Joe Domachowske was absent.

MEETING CALLED TO ORDER by Deputy Mayor Tackman at 5:00 pm.

This meeting was to view a software program on line with Cartegraph AMF for asset management of Village utilities.

The software offers the following:

- Offers multiple (54 different) asset types (ie: water, sewer, hydrants, street lights, etc.)
- Is set up for phone use and desk top use.
- Can isolate systems and take the picture of the asset
- Need to do set up with workers and equipment to generate reports
- Task completion feature links to desktop and identifies what has been completed for office use.
- Desktop offers a global view of everything happening in system and tracks tasks and completion
- \$59 per month per user for 1 asset (just sewer or water, for example)
- \$99 per month per user for unlimited asset use.
- 1 time set up fee of \$1,800 and unlimited email and phone support.

At this time, Paul Baxter, Zack Avery and Kay Foster left the meeting.

6:00 BUDGET MEETING

The Clerk and Mayor went over the budget with Trustees line by line. The current budgetary figures are included and offer a 9 month analysis of the overall year. The revenues were examined and a 1.5% increase in the Village tax was included bringing the tax levy to \$143,806. As no new water and sewer customers have been added, those revenues remained the same. Overall, the budgetary figures remained nearly the same. There was a 7% increase in health insurance. The Mayor discussed utilizing fund balance to purchase equipment for the DPW. The Mayor and Clerk will be meeting with the Village's financial consultant to discuss how much can be utilized for these purchases. The Mayor would like to see money set aside for the playground. The Board stated they will cut hours for a seasonal employee to 24-30 hours per week from April to October to primarily handle mowing and other odd jobs as needed. The Mayor requested a \$1.50 hour for DPW employees. Mayor Tackman stated that Joe has not taken his Waste Water license exam yet, and his raise will be held until he passes the exam. The Board would also like to see better supervision from the Superintendent with DPW employees. The start time for the DPW was discussed and will be further addressed. They then stated the Joe will be given a deadline to take the WWTP test. The following increases were proposed and are figured into the proposed budget: DPW Supt. (Zack) \$1.50 hr, Joe \$1.00 hr. when he gets his license (by May 1st) and an additional .50 hr. in 6 months. Clerk and Office Asst. (Julie and Kay) \$1.00 hr., Codes Officer (William) \$1,000 yr. and Park Director \$200 yr.

Motion to adjourn at 7:45pm by Deputy Mayor Schreiber, second by Trustee Scatena, all in favor.