

VILLAGE OF BARODA
Special Meeting Agenda
Baroda Municipal Building
May 14, 2018
5:30 p.m.

Members Present: Bob Getz, Don Turney, Milt Sluder, Ed Rath, Larry Nye, Mona Himmelein and Clerk Boehm

Members Absent: Steve Jasper

Council Meeting:

- I. Local Streets estimate – President Getz received an estimate from Rieth-Riley Construction to do the road work on Sonoma Court, Center Street, and Second Street. The proposal is for \$79,345.00. This is for a 2” milling and asphalt fill. The estimate came in much lower then expected. After some discussion, a motion was made by Trustee Nye, supported by Trustee Rath to accept the proposal. All ayes, motion carried.
- II. Clerk/Treasurer Position – There is a need to fill the vacant treasurer position. Clerk Boehm stated that she would be willing to try taking on the clerk/treasurer position and hiring a deputy clerk to take on most of the administrative tasks, including utility billing. After much discussion, a motion was made by Trustee Turney, supported by Trustee Sluder to try the combined position. There will be a 6-month trial period, at which time if it is working out for both Council and Clerk Boehm, they will re-evaluate the pay. A roll call vote was taken:

	<u>YES</u>	<u>NO</u>	<u>ABSENT</u>
Bob Getz	X		
Mona Himmelein		X	
Steve Jasper			X
Larry Nye	X		
Ed Rath		X	
Milt Sluder	X		
Don Turney	X		

Motion Carried.

- a. The issue of pay was addressed. Clerk Boehm stated she would like to have a \$5/hr. increase for doing both jobs. Trustee Rath stated he did not feel she should have an increase and didn’t understand why she should get one. It was mentioned that she will be responsible for both Treasurer and Clerk duties and overseeing a Deputy Clerk. After much discussion, Trustee Turney asked Clerk Boehm if she was willing to accept an increase to \$22/hour for a trial basis of 6 months. She stated that would be acceptable, as long as there is an evaluation to review salary at that point. If it is not working out, we will repost the treasurer position.
- b. The other position will be a deputy clerk/administrative assistant. This person would work approximately 24 hours a week. Clerk Boehm will look at the work load and come up with a list of duties. We will post the job at \$12.00/hr. A motion was made

by Trustee Turney, seconded by Trustee Sluder to approve the pay as discussed. A roll call vote was taken:

	<u>YES</u>	<u>NO</u>	<u>ABSENT</u>
Bob Getz	X		
Mona Himmelein		X	
Steve Jasper			X
Larry Nye	X		
Ed Rath		X	
Milt Sluder	X		
Don Turney	X		

Motion Carried.

- III. Temporary DPW position/wage – Duane Davis did not want the position with the Village this summer to mow. Trenton Prentice is interested and would like to work during the day with the DPW staff. He plowed for the Village last winter. He is willing to work part time, up to 32 hours but is requesting \$15.00/hr. After much discussion, a motion was made by Trustee Turney, supported by Trustee Sluder to offer Trenton a part time seasonal position for \$15.00/hr. with a maximum of 31 hours a week. All ayes, motion carried.
- IV. Third party firm for bank recs – Clerk Boehm stated that she contacted Plante Moran to come in and get the bank recs figured out. They sent her a contract. The hourly rate is \$120. They have a local person that could come in and it would save us the cost of paying for travel expenses. The former treasurer left a mess with the bank recs as well as the investments that she did before she left. None of the transfers were done in BS&A. Clerk Boehm has been digging through old bank statements and has found a couple of the transfers that were done back in 2015. She will get back in touch with BS&A to try to get the new investments set up correctly. A motion was made by Trustee Rath, supported by Trustee Turney to sign the agreement with Plante Moran for 40 hours. They will re-evaluate at that time to see if they need more time. All ayes, motion carried.

Meeting adjourned at 6:35 p.m.

Recorded by:

Tina Boehm
Village Clerk