

# Village of Bellaire

## ADMINISTRATION AND PERSONNEL COMMITTEE

David Schulz, Chairman

Butch Dewey

Laurie Sexton

### COMMITTEE MEETING MINUTES

Tuesday, February 4, 2014

3:00 p.m.

1. **Call to Order:** Chairman Schulz called the meeting to order at 3:06 pm.
2. **Attendance**
  - Members Present:** David Schulz, Laurie Sexton & Eugene (Butch) Dewey.
  - Members Absent:** None
  - Staff Present:** Clerk, Cathy Odom, Treasurer.
  - Others Present:** None
3. **Approval of Agenda:** The agenda was approved.  
**Motion by Sexton, seconded by Dewey, to approve the agenda as presented. Motion carried by voice vote.**
4. **Approval of Minutes:** The Administration Committee minutes were approved.  
**Motion by Dewey, seconded by Sexton, to approve the minutes of the January 16, 2014 meeting as presented. Motion carried by voice vote.**
5. **Public Comment on Agenda Items:** None presented.
6. **Old Business:**
  - a) **Employee Health Insurance:** The committee discussed the different options for health care that are available due to the Affordable Care Act (ACA). President Schulz showed the committee the budget projections based on the plan that is closest to what the employees currently have. For the potential third officer and the new DPW employee, he took an average to determine costs for budgeting purposes. He stated that in looking at the out of pocket expenses, and in trying to keep them as close as possible to what they are already paying, he would like to offer the employees the plan that is closest to what they currently have.  
  
**Motion by Dewey, seconded by Schulz, to recommend to the Village Council to provide the CDPPO Platinum Health Care Plan for the employees. Motion carried by voice vote.**
  - b) **Employee Wages:** Wages were discussed. President Schulz stated this may be a year that we forego an increase in wages based on the hiring of a new DPW employee and due to keeping the similar health care coverage. Discussion occurred about hiring a

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DPW employee after the summer when Mr. Smith is done or hiring a full time person now and not having Mr. Smith come back for the summer. Different wage increase scenarios were placed into the budget to determine how it affected the outcome of the budget. For every 1%, the budget would increase by \$3,755. For every \$.25, the budget would increase by \$5,485. Withholding taxes also have to be included in the budget if a increase was put in place. Trustee Sexton noted that a percentage increase benefits employees that are paid higher wages. No further action on wages was taken.

**7. New Business:**

- a) **Various Matters as Appropriate:** A preliminary budget was presented and it was noted that there is approximately a \$300,000 shortfall for the fiscal year and that amount does not include any wage increase. Treasurer Odom stated that according to our assessors, the Village taxable value is not expected to increase. She also noted that we are expected to lose approximately \$10,000 in personal property tax revenue due to recent changes in the law governing personal property tax. The committee reviewed the proposed budget. President Schulz reminded the committee that the Council would like the committee to look at the possibility of hiring a third officer. The committee would like to put those numbers into the budget to allow the Council to compare the two budgets to make a determination for hiring the new employees.

**8. Discussion Items:** None presented.

**9. Communications/Informational:** None presented.

**10. Member/Public Comment:** None presented.

**11. Adjourn:** Meeting adjourned at 4:35 p.m.

Minutes compiled by:  
Cathy Odom, Treasurer/Deputy Clerk

**Approved:** \_\_\_\_\_

**Date:** \_\_\_\_\_