

RECORD OF PROCEEDINGS

Minutes of

Regular

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held Tuesday, June 25 20 13

The Pandora Village Council met in Regular Session on Tuesday, June 25, 2013 at 7:00 PM at the Municipal Building. In the absence of Mayor, John Schlumbohm, President of Council, Kevin Vance, conducted the meeting.

Members Present: Painter, Vance, Fricke, Hall, Buess, Swary
 Members Absent: None

The meeting was opened with Pledge of Allegiance.

Motion was made by Mr. Fricke, seconded by Mr. Hall to approve the June 11, 2013 Minutes. Voting: All Yea.

The following bills were presented for payment:

10976 First Federal of Ottawa	\$4,000.00
10977 American Electric Power	835.67
10978 Ohio Treasurer	14,131.48
10979 OWDA	31,543.73
10980 Pandora Postmaster	46.00
10981 Shell Fleet Plus	462.06
10982 US Bank	1,130.04
10983 Blanchard Valley Health	521.67
10984 Bluffton News	54.00
10985 Clemans, Nelson	35.00
10986 Environscape ECM	70.00
10987 Fastnal	47.82
10988 First Federal of Ottawa	1,025.00
10989 First Klass Lawn Care	524.50
10990 Ft. Jennings State Bank	887.73
10991 Gall's Inc	61.48
10992 Gary's Repair	136.70
10993 Gina Schlumbohm	1,300.02
10994 Grainger	585.25
10995 Heritage Floors	1,651.38
10996 Mark Amstutz	16.00
10997 MASI Environ. Serv.	122.16
10998 Medical Mutual of Ohio	4,131.51
10999 Ohio Dept. Job/Family Serv.	1,835.00
11000 Pandora Family Physicians	140.00
11001 Putnam County CIC	1,000.00
11002 Quill Corp.	92.99
11003 Daniel Rader	720.00
11004 The Lawft	371.79
11005 Village of Columbus Grove	995.00
11006 Wallace Mgt.	135.00
11007 Dominion East Ohio	243.22
	<u>\$68,852.20</u>

Payroll Account:

2423 Stanley Schneck	1,422.19	
2424 Lana Burry	868.00	
2425 Aaron Basinger	161.38	
2426 Paul Bishop	128.91	
2427 Kyle Hall	683.37	
2428 Scott Stant	1,087.72	
2429 Rick Morrison	1,109.52	
2430 Zachary Niese	533.12	
2431 John Schlumbohm	846.62	
2432 Scott Basinger	1,269.93	
2433 Lisa Buess	761.96	
2434 Rick Fricke	761.96	
2435 Jon Hall	761.96	
2436 Mark Painter	761.96	
2437 Kevin Swary	761.96	
2438 Kevin Vance	761.96	
		<u>12,682.52</u>
		\$81,534.72

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Motion was made by Mr. Hall, seconded by Mr. Swary to approve the bills as presented. Voting: All Yea.

The Village Administrator presented to Council possible suggestions to reduce the phosphorus level in the lagoons. One is, as discussed previously, to insert alum periodically into the lagoons. Another option is to insert a "Blue Pro" product into the lagoons. This second option is very expensive and would also be an ongoing process. Mr. Scheck will be contacting several villages which have lagoon systems in regards to their methods of reducing phosphorus levels.

At the last council meeting, the Personnel Committee's recommendation was erroneously stated regarding the increase to Rick Morrison's salary. Motion was made by Mr. Swary, seconded by Mr. Fricke to adjust Rick Morrison's wage rate of \$15.45 per hour to \$15.75 per hour, effective June 3, 2013. Voting: All Yea.

The Personnel Committee recommended a wage increase of \$.50 per hour to Scott Stant and Lana Burry, effective July 1, 2013. Thus, their rate of pay will be as follows:

Scott Stant	Grade P, Step 10	\$ 20.15/hr
Lana Burry	Grade L, Step 3	\$32,136.00/salary

Motion was made by Mr. Hall, seconded by Mr. Swary to approve the Personnel Committee's recommendation of salary increases, effective July 1, 2013. Voting: all Yea.

The Personnel Committee also reported the hiring of Seth Rosselit as full time maintenance worker. Mr. Rosselit will begin on July 8, 2013 at the rate of \$12.50 per hour. After 60 days, Mr. Rosselit's rate of pay will be \$13.50 per hour.

Fiscal Officer reported the meeting with the Riley Township Trustees and the Council in July, would be on July 4th. It was the consensus of the Council to meet with the Trustees on July 18th.

Councilman Vance stated it had been brought to his attention the Council had not voted to change the Village Administrator's position from full-time to part-time. Thus, Mr. Vance introduced the following motion:

To eliminate the full-time position of Village Administrator and relieve Mr. Schneck of his duties, as such, effective September 1, 2013. The position of Village Administrator will become a part-time position compensated at the rate equal to that of the Village Mayor. This position will not have any benefits with the exception of Public Employees' Retirement and any other that may be required by law. Appoint Mr. Scott Basinger as an interim Village Administrator effective September 1, 2013 until such time as a permanent person is appointed to the part-time position. Mr. Basinger will confer with Mr. Schneck within the months of July and August to ascertain the status of any current contracts, contacts, communications and daily activities and responsibilities administered by the Administrator's office. It is to be understood that neither Mr. Basinger nor the permanent replacement will be expected to participate in the daily duties of maintenance unless warranted by extreme need or emergency. The Zoning Inspector's duties, currently assigned to the Village Administrator, shall be reassigned to the Police Chief or his designee within his department. No additional compensation will be given for this task, as these functions can be completed while on duty. Direct the Mayor to review the appointments assigned to Mr. Schneck and present any changes to the Council at the scheduled August 27, 2013 meeting of Council.

Motion was made by Mr. Painter, seconded by Mrs. Buess to move into Executive Session to discuss Personnel-Village Administrator position. Voting: All Yea. (Time:7:48 PM). Motion was made by Mr. Painter, seconded by Mr. Fricke to move from Executive Session to Regular Session. Voting: All Yea. (Time: 7:55 PM).

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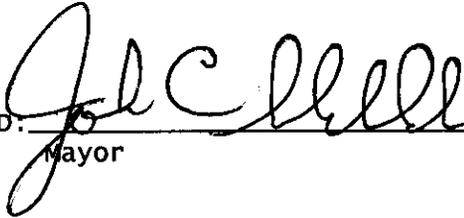
Tuesday, June 25

20 13

Councilman Vance stated a change in the earlier motion. This change is the rate of pay for the part-time Village Administrator and the interim part-time administrator. The interim administrator's rate of pay will be at a per hour rate agreed between Mr. Basinger and the Council. The rate of pay for the permanent part-time administrator position will be determined at a later date. No further action was taken as to this matter and thus tabled until the next meeting.

With no further business to discuss, the meeting was adjourned upon a motion by Mrs. Buess, seconded by Mr. Swary. Voting: All Yea.

SIGNED:



Joe Hill
Mayor

SIGNED:



Lorna S. Buess
Fiscal Officer