

A special work shop session was held Monday, December 30, 2013, at 6 p.m. at the Community Building in Elberta.

Members Present: R.Manville, Bower, Jenks, L.Manville, Holmes, Gatrell, Wilkins and Rommell.

Guests: Chris Olson, Ken Bonney, Emily Votruba, Corey Toms, Sue Oseland, Holly O'Dwyer, Art Melendez, Bill Soper, Tom and Marie Smith, etc

Chris Olson outlined the ground rules for the work session. He said that the main things to keep in mind were: Eliminate total deficit within five years; Eliminate annual deficits for each year; Set up sufficient processes, practices & reviews so that the Village won't be repeating this process again in five years.

Olson asked that one person speak at a time. He encouraged everyone to participate. Olson said that options should be created first and then decisions made on priorities. He said decisions should be made by consensus.

Olson said that the DEP would be made with adding revenues and cutting expenses.

Various methods of increasing revenues were discussed at length: sell Village properties, raise taxes, increase fees, etc. Many ideas were shared; some from the Council and Staff and some from the public.

Cutting expenses was discussed at length. Reducing hours in the Office and the DPW generated a lot of discussion. Reducing services was also discussed. The reduction of the Council from seven to five was discussed. If the Office hours were cut then hire a \$9.50 per hour person to help out the Clerk and Treasurer. Employees pay 50% of their health insurance or pay a flat rate. Payroll every two weeks. Eliminate the stamp machine. Reduce Office hours to 4 days per week. Buy rugs rather than rent them. Reduce benefits. Reduce Clerk and Treasurer to 3 days per week. Reduce Clerk and Treasurer to 16 hours per week. Appoint Clerk and Treasurer. Reduce DPW to 32 hour each per week and then stagger the hours.

Olson discussed the seriousness of the Village's difficulties with the State. At the beginning of the work shop Olson had taped large pieces of paper on the walls and wrote down the suggestions as stated. At the end of the session he compiled all of the suggested revenue increases on the wall and also all of the suggested expense cuts. Olson passed out colored stickers and asked the Council, Office Staff and DPW to put the stickers next to the items that they wanted to see prioritize.

The Revenues that he asked to prioritize were as follows: raise fees, garbage bags either eliminated or the price raised on their sale; raise taxes; sell property; market Community Building and other Village properties; raise water and ready to serve fees; lease properties for concession operations; Township pay fee for Township operations in the

Village Office; raise rates for LSS; rent for use of the pavilions; invest in properties/assets to increase usage.

Olson asked to prioritize the following expense cuts: office hours reduced to 4 days per week; appoint the Clerk and the Treasurer; contract out the accounting work; part time employee to perform routine office work; reduce trustees; lock box for bills; payroll every two weeks; health insurance fixed amount per month; reduce holidays, sick and vacation time; go to paid time off system; eliminate the Pitney Bowes machine; employees pay 50% health insurance premium; reduce Clerk and Treasurer to 24 hours per week each; reduce Clerk and Treasurer to 16 hours per week each; set up an electronic bill paying system; eliminate Office cleaning; reduce DPW hours; offset DPW hours 2 employees to 32 hours per week each; contract out mowing and other smaller operations; maintain assets; eliminate power to waterfront park (lights) during winter months; reduce plowing – parks; vehicle logs for mileage, gas tanks, fill ups; legal fees obtain a land use rider; purchase the rugs rather than rent them.

Olson said that he would take the list with him and incorporate the prioritized list into the DEP and would bring it back at the next special meeting scheduled for January 2, 2014.

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