

The Seneca Village Council held a quarterly scheduled Council Budget Meeting on April 15, 2014 at the Seneca Village Hall.

Council Budget Meeting was called to order at 6:00 pm

Roll Call: Present: Hamilton, Lamb, Sears, Spicer
Absent: Timmons

A motion was made by Comm. Lamb and seconded by Comm. Sears that the Council appoint Nancy Spampanato as recording secretary.

Roll Call: Ayes: Lamb, Sears, Hamilton, Spicer
Nays: none

Mayor introduced Village Treasurer Nancy Spampanato to proceed with budget meeting; Nancy reviewed 2013-14 fiscal year ending figures including expenses, revenues and ending balance. In addition, she announced that 2014-15 department budget worksheets were given to each councilman; which included proposed projections. Mayor Spicer stated that the computer software program in Village Hall office had recently experienced problems; an update of both hardware and software is necessary at this time and he felt a motion reading up to \$15,000.00 should cover expense. In addition, Mayor Spicer stated that due to the fact both Village Treasurer and Clerk cover a minimum of 1/3 their employment for the water/sewer department, their salary expense should be covered by the respective departments; after discussion it was consensus of Council to proceed with Treasurer extracting \$9000.00 out of water department for her salary coverage as well as \$13,000.00 out of sewer department for Village Clerk's salary. Discussion started regarding a necessary upgrade to three laptop computers for the Village Police Department, it was asked that Commissioner Sears research the subject to find an adequate upgrade which would also include support. This item will be tabled until the next Council meeting.

A motion was made by Comm. Sears and seconded by Comm. Hamilton that the April 15, 2014 budget meeting is adjourned at 6:35pm.

Roll Call: Ayes: Sears, Hamilton, Lamb, Spicer
Nays: none

The Seneca Village Council held a Public Hearing with regularly scheduled Council meeting to follow on April 15, 2014.

Public Hearing called to order at 6:45pm

Roll Call: Present: Lamb, Sears, Hamilton, Spicer
Absent: Timmons

Mayor Spicer asked Attorney Mason to cover the Public Hearing information on the yearly appropriation ordinance. Attorney Mason explained it is a requirement of the Village to hold a Public Hearing and the purpose of the ordinance is to set spending limits; he stated the only change was an increase to the Park Board limits. No audience was present and the Public Hearing portion of the Council meeting was adjourned within 3 minutes.

A motion was made by Comm. Hamilton and seconded by Comm. Sears that the Council approves the April 1, 2014 Council meeting minutes were as presented.

Roll Call: Ayes: Hamilton, Sears, Lamb, Spicer
Nays: none

A motion was made by Comm. Hamilton and seconded by Comm. Lamb that the Council approves the treasurer's report, payroll & payment of bills as presented.

Roll Call: Ayes: Hamilton, Lamb, Sears, Spicer
Nays: none

No Seneca Business Spotlight presentation

Communications, Petitions, Reports, Additional Agenda Items & Public Comments:

Additional Agenda Item:

1. Park Board Announcement

Old Business:

Public Property Hamilton:

Commissioner Hamilton thanked everyone who turned in the Park Board survey; he noted that it was a 20 % response based on population which was considered a large success. In addition, he stated that applications are being taken for water & sewer department summer help. Noted was re-hiring Patrick Sandness through Chamlin & Associates for the purpose of temporary GPS updating. A motion was made by Comm. Hamilton and seconded by Comm. Lamb that the Council approves an expenditure not to exceed \$15,000.00 to Chamlin & Associates for the hiring of summer employee Patrick Sandness out of the Water/Sewer Departments.

Roll Call: Ayes: Hamilton, Lamb, Sears, Spicer
Nays: none

Accounts & Finance Timmons:

On behalf of Comm. Timmons, Mayor Spicer stated that the yearly appropriation ordinance is up for vote.

A motion was made by Comm. Sears and seconded by Comm. Lamb that the Council adopts Ordinance #14-01, the Appropriation Ordinance.

Roll Call: Ayes: Sears, Lamb, Hamilton, Spicer
Nays: none

Mr. Dean Nichol of Integrys Energy arrived and gave a presentation regarding a savings analysis for residents for electrical aggregation. Mayor Spicer thanked him and asked Council to review the options given.

Old Business, continued

Public Affairs Mayor Spicer:

Mayor Spicer reviewed the proposed changes to the current liquor license ordinance which includes adding class E, restaurant license as well as amending the number of class A licenses from seven to eight.

A motion was made by Comm. Lamb and seconded by Comm. Sears that the Council adopts Ordinance #14-02, an ordinance adding a class to the Liquor Licenses, and amending the number of liquor licenses issued in the Village of Seneca.

Roll Call: Ayes: Lamb, Sears, Hamilton, Spicer
Nays: none

New Business:

Public Property Hamilton:

Commissioner Hamilton stated that an upgrade is needed for the water/sewer department to purchase two laptop computers.

A motion was made by Comm. Hamilton and seconded by Comm. Lamb that the Council approves an expenditure of \$1085.00 to Applebee Technology Consultants to be split between water & sewer departments for laptop purchase.

Roll Call: Ayes: Hamilton, Lamb, Sears, Spicer
Nays: none

In addition, research has been completed on the purchase of a vehicle and equipment to be split between the water, sewer and street departments. Street Department's expenditure amount will be \$23,730.00 and water/sewer amount will be \$39,159.00.

A motion was made by Comm. Hamilton and seconded by Comm. Lamb that the Council approves an expenditure of \$62,889.00 to be split between the water, sewer and street departments for the purchase of a vehicle.

Roll Call: Ayes: Hamilton, Lamb, Sears, Spicer

Nays: none

Comm. Hamilton stated that in relation to the agenda item of Shipyard Industrial Park update, he said REG, biodiesel plant has notified the Village that they will be updating their equipment which will in turn increase flow into the Village sewer system; in addition, FS has contacted the Village regarding the purchase of bulk water, potentially upwards of 40,000 daily; he stated research had been done and no ordinance updates were necessary for this service.

Accounts & Finance Timmons:

In Commissioner Timmons' absence, Mayor Spicer gave several Seneca Historical Guild announcements.

Streets Lamb:

Commissioner Lamb made an announcement that the Village is now accepting applications for temporary summer employment in street department.

Under Public Health & Safety, the agenda item of Computer Equipment Expenditure for Police Department has been tabled until further research has been completed.

Public Affairs Mayor Spicer:

Mayor Spicer stated the council had given approval up to \$15,000.00 for the update of both the Village Hall software and computers; a bill from Applebee Technology Consultants of \$2,010.00 as well as Tyler Technologies for \$9,230.70.

A motion was made by Comm. Sears and seconded by Comm. Hamilton that the Council approves an expenditure of up to \$15,000.00 for computer hardware and software for Village Hall out of the Windmill Fund.

Roll Call: Ayes: Sears, Hamilton, Lamb, Spicer

Nays: none

A motion was made by Comm. Sears and seconded by Hamilton that the Council enters into executive session to discuss personnel.

Roll Call: Ayes: Sears, Hamilton, Lamb, Spicer

Nays: none

A motion was made by Comm. Hamilton and seconded by Comm. Sears that the Council returns to regular session.

Roll Call: Ayes: Hamilton, Sears, Lamb, Spicer

Nays: none

A motion was made by Comm. Sears and seconded by Comm. Hamilton that the Council approves a 4% pay increase to all full-time non-union employees with 3 years or more service in consideration of 2013-14 salary freeze for fiscal year.

Roll Call: Ayes: Sears, Hamilton, Lamb, Spicer

Nays: none

A motion was made by Comm. Sears and seconded by Comm. Lamb that the Council approve a pay raise of 4% for John West in consideration of 2013-14 salary freeze for fiscal year.

Roll Call: Ayes: Sears, Lamb, Hamilton, Spicer

Nays: none

A motion was made by Comm. Hamilton and seconded by Comm. Sears that the Council approves \$22,000.00 transferred from water/sewer departments to the public affairs/accounts and finance departments for purpose of covering 1/3 wages for the Village Clerk & Treasurer.

Roll Call: Ayes: Hamilton, Sears, Lamb, Spicer

Nays: none

A motion was made by Comm. Sears and seconded by Comm. Lamb that the April 15, 2014 Council meeting is adjourned at 7:45 pm.

Roll Call: Ayes: Sears, Lamb, Hamilton, Spicer

Nays: none

Theresa L. Russell,
Seneca Village Clerk