

GLENVILLE CITY COUNCIL MINUTES  
December 15, 2025  
5:00 p.m.

**I. Pledge of Allegiance**

**II. Call Meeting to Order**

- a. The meeting was called to order at 5:02 p.m. by Mayor Sarver

**III. Council Members Present**

- a. Councilman Bone
- b. Councilman Fisher
- c. Councilman Squires
- d. Councilman Walters
- e. Councilman Wiant

**IV. Council Members Not Present**

**V. Public Comments**

- a. None at this time

**VI. New Business**

**a. Appointing of Accountant**

- i. MacKenzie Petry has passed four of the 6 CPA modules and has agreed to partner with Glenville City Council for 6 months since Gilmer Management Associates. Ms. Petry will be paid that same rate as Gilmer Management Associates. Ms. Petry has spoken to Ms. James and Ms. Mims and would like to look into purchasing a version of Quickbooks that would be beneficial to the accounting process regarding the City of Glenville's finances.
- ii. Councilman Squires made the motion to appoint MacKenzie Petry as the accountant for the City of Glenville with the pay rate of \$1800.00 a month. Councilman Bones 2<sup>nd</sup> the motion. **Motion Passed.**

**b. Related Subscriptions**

- i. QuickBooks
  - a. Allows up to 5 users and it is \$57.50 a month
  - b. Councilman Walters made the motion to purchase a version of QuickBooks that will be beneficial to the accounting needs for the City of Glenville. Councilman Bone 2<sup>nd</sup> the motion. **Motion Passed.**
- ii. ADP
  - a. 7 Employees, Bi-weekly
  - b. \$106 per processing (*\*To pay the additional 7 employees monthly, simply add \$2/per employee to one of these processes during the month\**)  $\$212 + \$14 = \$226/\text{month}$  or  $\$2,712$  annually

- c. 6 Months Free Promo (months 4, 5, 6, 10, 11, 12 free = over \$980 saved) if you can process your first payroll by May 15th
- d. Waived your \$200 activation fee
- e. Limited time offer during month of May: Lifetime 59% off processing fees (reflected in the \$106 processing fee above)
- f. \$14/process - \$28/month for online timekeeping app = \$336 annually
- g. \$3,048 total annually.
- iii. Councilman Squires made the motion to purchase ADP for payroll services. Councilman Walters 2<sup>nd</sup> the motion. **Motion Passed.**

c. Street Department Compensation: Pay Request

- i. Dave Kennedy and Adam Batton asked for \$1500.00 each for the construction and Mr. Kennedy would like to talk about other compensation.
  - a. Dave has asked is there a reason why the Street Department was not getting pay raises like everyone else?
  - b. A chart was present to Glenville City Council of other area counties Street Departments to have comparison of wages.

City	Head of Dept	Worker	Notes
Harrisville	\$20/hr	\$15/hr	
Grafton	\$60,000	\$16/hr	Manages Water, Trash and Streets
Kingwood	\$29.87/hr	\$16.25/hr	Street and Trash
Clay	No head	\$17/hr	Street, Water & Sewer
Grantsville	\$18/hr		Only have one person
Eleanor	No head	\$21/hr	

**VII. Executive Session**

- a. Councilman Walters made the motion to enter Executive Session at 5:27 pm. Councilman Bone 2<sup>nd</sup> the motion. City Council entered executive session at 5:27 pm. **Motion Passed.**
- b. Councilman Squires made the motion to exit Executive Session at 5:59pm. Councilman Wiant 2<sup>nd</sup> the motion. City Council exited executive session at 5:59 pm and returned to their regular meeting. **Motion Passed.**


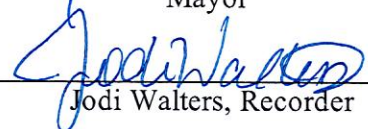
- c. Councilman Walters made the motion to compensate Mr. Kennedy and Mr. Batton with a one-time salary adjustment of \$1000.00 a piece upon the completion of the Mayor's Office reconfiguration project and flooring. Councilman Wiant 2<sup>nd</sup> the motion. **Motion Passed**
- d. Councilman Squires noted in previous minutes that a pay raise of 5% and 10% had been given from August 2024-May 2025 respectfully. After further discussion regarding job descriptions and salaries, Councilman Squires made the motion to have Dave Kennedy be at \$20.00 an hour and Adam Batton be at \$18.00 an hour with the understanding that neither one is a supervisor. They both will report to the Mayor Sarver equally. A job description will be created with performance reviews being held every 6 months. This will be effective January 1, 2026. Councilman Wiant 2<sup>nd</sup> the motion. **Motion Passed.**

**VIII.** Next Meeting will be on January 5, 2026

**IX. Adjournment**

- a. The December 15, 2025 City Council meeting was adjourned at 6:03pm.

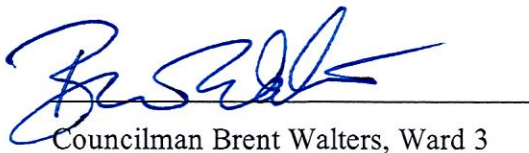
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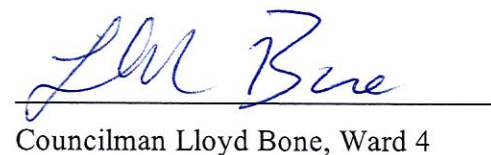
  
\_\_\_\_\_  
Mayor  
  
\_\_\_\_\_  
Jodi Walters, Recorder


**City Council**

  
\_\_\_\_\_  
Councilman Blair Fisher, Ward 1

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Councilman Kevin Wiant, Ward 2

  
\_\_\_\_\_  
Councilman Brent Walters, Ward 3

  
\_\_\_\_\_  
Councilman Lloyd Bone, Ward 4

  
\_\_\_\_\_  
Councilman Eric Squires, Ward 5