

Civil Service Commission
CITY HALL COUNCIL CHAMBERS
REGULAR AGENDA OF AUGUST 26, 2024
5:00 PM

CALL TO ORDER

ROLL CALL

APPROVAL OF MINUTES

Regular Meeting Minutes of July 22, 2024
(Action by Civil Service Commission)

REPORTS

Retirement of Police Sergeant Corey Sabo, dated August 16, 2024.

Discuss Municipalities' use of Home Rule versus ORC.

UNFINISHED BUSINESS

Rule X, Reductions, Suspensions, and Removal, Section 1, Disciplinary Action.

Rule XI, Hearings, Procedure, Section 1, Time of hearing; notification.

Request for waiver to Rule VI, Section 3 (a), Special Requirements in Police Department.

(Action by Civil Service)

NEW BUSINESS

Certification of payroll by Civil Service Commission (Per Rule I, Section 3).

(Action by Civil Service)

ADJOURNMENT

- The next Civil Service Commission regular meeting is scheduled for 5:00 PM on Monday, September 23, 2024.

**NORTH RIDGEVILLE CIVIL SERVICE COMMISSION
MINUTES OF THE
REGULAR MEETING – MONDAY, JULY 22, 2024**

CALL TO ORDER:

The meeting was called to order at 5:00 PM.

ROLL CALL:

Present were Secretary Amie Espinosa-Gonzalez, Vice-Chairman Sam Spann and Chairman Donald Schiffbauer. Also present were Assistant Law Director Toni Morgan and Deputy Clerk of Council Tina Wieber.

APPROVAL OF MINUTES:

Regular Meeting Minutes of July 1, 2024

Chairman Schiffbauer asked if the Commission had any questions or comments regarding the regular meeting minutes of July 1, 2024.

None were given.

Chairman Schiffbauer stated that he did have one correction on page 5 and read, “Chairman Schiffbauer stated that according to the trial court, the City did not have the authority to be more restrictive than the state”. He discussed that his intent was that the City of North Ridgeville couldn’t be any less restrictive than the state. He explained that they could be more restrictive but not any less restrictive in their rules than the state.

Moved by Schiffbauer and seconded by Spann to approve the regular meeting minutes July 1, 2024, with the correction on page 5.

A voice vote was taken and the motion carried.

Yes – 3 No – 0

REPORTS:

UNFINISHED BUSINESS:

NEW BUSINESS:

Moved by Schiffbauer and seconded by Espinosa-Gonzalez to go into executive session after new business to discuss matters of personnel.

A voice vote was taken and the motion carried.

Yes – 3 No – 0

Received an Oath of Office for Meghan Martin-Mauser dated July 15, 2024.

**NORTH RIDGEVILLE CIVIL SERVICE COMMISSION
REGULAR MEETING – MONDAY, JULY 22, 2024**

PAGE 2

Chairman Schiffbauer stated that the Commission had received the Oath of Office for Officer Meghan Martin-Mausser dated July 15, 2024, and congratulated her.

Certify the Patrol Officer Lateral Transfer List due to appointment.

Chairman Schiffbauer stated that the Commission would need to re-certify the Lateral Transfer List due to appointment and had received a copy of that prior to the meeting. He asked if there were any questions from the Commission.

None were given.

Moved by Schiffbauer and seconded by Spann to re-certify the Police Lateral Transfer List due to appointment.

A voice vote was taken and the motion carried.

Yes – 3 No – 0

Received Oath of Office for Sergeant Ryan Jones dated July 19, 2024.

Chairman Schiffbauer stated that the Commission received an Oath of Office for Sergeant Ryan Jones dated July 19, 2024, and congratulated him on the promotion.

Re-certify the Top 3 Police Sergeant Promotional Eligibility List due to appointment.

Chairman Schiffbauer stated that the Commission would need to re-certify the Top 3 Police Sergeant Promotional Eligibility List due to appointment.

Moved by Schiffbauer and seconded by Spann to re-certify the Top 3 Police Sergeant Promotional Eligibility List due to appointment.

A voice vote was taken and the motion carried.

Yes – 3 No – 0

Re-certify the Police Sergeant Promotional Eligibility List due to appointment.

Chairman Schiffbauer stated that the Commission received a copy of that list and would need to re-certify the 2024-2026 Police Sergeant Top 3 Eligibility List due to appointment. He asked if there were any questions or comments regarding the list.

None were given.

Moved by Schiffbauer and seconded by Spann to re-certify the Police Sergeant Promotional Eligibility List due to appointment.

**NORTH RIDGEVILLE CIVIL SERVICE COMMISSION
REGULAR MEETING – MONDAY, JULY 22, 2024**

PAGE 3

A voice vote was taken and the motion carried.

Yes – 3 No – 0

Certification of payroll by Civil Service Commission (Per Rule I, Section 3).

Deputy Clerk of Council Wieber explained that they had not received the most recent payroll list for certification due to the fact that a couple employees in the Finance Department had family emergencies, so the list would need to be certified at the next regular meeting.

Chairman Schiffbauer asked if people would still get paid.

Deputy Clerk of Council Wieber stated that they would.

Moved by Schiffbauer and seconded by Spann to table the certification of the Civil Service payroll to the next regular Civil Service Commission meeting.

A voice vote was taken and the motion carried.

Yes – 3 No – 0

Re-certify the 2024-2026 Patrol Officer Class D Entrance Eligibility List.

Chairman Schiffbauer stated that the Commission would need to certify the 2024-2026 Patrol Officer Class D Entrance Eligibility List and that they had received a copy of that list prior to the meeting. He asked if there were any questions or comments.

None were given.

Moved by Schiffbauer and seconded by Spann to 2024-2026 to re-certify the Patrol Officer Class D Entrance Eligibility List A voice vote was taken and the motion carried.

Yes – 3 No – 0

Moved by Schiffbauer and seconded by Spann amend the agenda for public comment after returning from executive session.

A voice vote was taken and the motion carried.

Yes – 3 No – 0

Chairman Schiffbauer stated that at that time he would recess the meeting and go into executive session.

Adjourned into Executive Session at 5:07 p.m.
Reconvened into the Regular Council meeting at 5:16 p.m.

PUBLIC COMMENT:

**NORTH RIDGEVILLE CIVIL SERVICE COMMISSION
REGULAR MEETING – MONDAY, JULY 22, 2024**

PAGE 4

Chairman Schiffbauer invited members of the audience who wished to speak to come forward and do so.

None were given.

Chairman Schiffbauer stated that the next Civil Service Commission regular meeting was scheduled for 5:00 PM on August 26, 2024.

ADJOURNMENT:

Moved by Schiffbauer and seconded by Espinosa-Gonzalez to adjourn the meeting.

A voice vote was taken and the motion carried.

Yes – 3 No – 0

The meeting was adjourned at 5:17 PM.

Donald Schiffbauer
Chairman

Tina Wieber
Deputy Clerk of Council, Recording Secretary

Monday, August 26, 2024
Date Approved

Section 1. Disciplinary suspension

An employee (except members who are subject to a collective bargaining agreement) may be suspended for a period of not to exceed three (3) working days for purposes of discipline without the right of appeal. Provided, however, that successive suspensions shall not be allowed.
(Amended 08/28/2023)

RULE XI
HEARINGS, PROCEDURE

Section 1. Time of hearing; notification

Upon receipt from an employee or officer in the classified service of the city of a timely appeal from an order of removal, reduction in pay or position, or suspension for more than three (3) working days, the Commission shall set a time and place to hear such appeal and shall notify the appropriate appointing authority, as well as the employee and his attorney, if known thereof.
(Amended 08/28/2023)

Section 3. Special Requirements in Police and Fire Departments

(a) Police Department

In addition to any other requirements of eligibility for admission to an examination, or for appointment subsequent to examination, all applicants for original appointment to the Police Department as a policeman or policewoman shall comply with the requirements of North Ridgeville Codified Ordinance Section 246.09; Eligibility for original appointment; Notwithstanding Ohio Revised Code 124.41, a person who has reached the age of twenty-one but who has not yet reached the age of forty-six, and who otherwise meets the normal qualification requirements, shall be eligible to receive an original appointment in the Police Department.

(Amended by ORD. 6039-2023 on 2/6/2023)



CIVIL SERVICE PAYROLL CERTIFICATION

The following listed individuals are currently Civil Service Personnel whose payroll is certified for purposes of compliance with ORC 9.41.

ABT, VINCENT E.	GERBASI, GABRIEL D.	PORTILLO, ISRAEL
ACKERMAN, RUDY J.	GORSKI, MATTHEW T.	ROBERTS, BENJAMIN S.
ACORD, STEVEN D.	GRADISEK, GRANT E.	ROGERS, DANIEL J.
ADAMS, BRIAN J.	JONES, RYAN P.	ROTH, JOSEPH M.
BARBER, KEVIN R.	JULIO, JACOB R.	SCHMIDT, KYLE A.
BARENS, BRIAN J.	KATTLER, DUSTIN D.	SHEAR, ALEXANDER H.
BEMENT, JOSHUA A.	KENNEY, RICHARD R.	SIEBENECK, CHAD M.
BUESCHER, BRAD D.	KJAER, BRANDON M.	SILVI, JUSTIN J.
CALICOAT, CHARLES O.	KNOWLTON, RICHARD A.	SMITH, LUKE J.
CAMPBELL, KORY J.	KUDUZOVIC, DAMIR	SOURIS, CONSTANTINE J.
CARBONE, MARK A.	KUDUZOVIC, KELSEY L.	STEARNS, KOREY J.
CASTLE, ANDREW N.	LEE, ANTHONY W.	STRAHINIC, KIRT A.
CHASE, GARY A.	LOGAN, BRIAN R.	TANZILLI, NOAH E.
CHASKO, CLINTON J.	MACY, VINCENT M.	TOLVAY, KERRI A.
CHROSNIAK, JASON P.	MARTIN-MAUSER, MEGHAN R.	TORRES, KIMBERLY N.
COMINSKY, MARK D.	MASON, JEREMY D.	TRAMPUSH, FRANK S.
COOK, STEPHEN B.	MCGRAW, JOHN J.	TRYBUS, NATHAN A.
CRAWFORD, ALLEN S. II	METZO, JOHN L. IV	VAZQUEZ, OMAR
CROSS, CALVIN S.	MOBLEY, JASON M.	WARNER, CHAD C.
DIETZ, RICHARD P.	MUNDELL, BRANDON N.	WEST, PATRICK J.
DOWNING, MATTHEW R.	NEFF, AARON A.	WILKSHIRE, IAN H.
EBERLING, COLT M.	ODY, CHRISTOPHER S.	WILLIAMS, MICHAEL B.
ERLENBACH, CHRISTOPHER M.	PARKER, BRADLY D.	YOUNG, RANDALL S.
FEDERAN, CHRISTOPHER J.	PHILLIPS, KEVIN G.	ZINGALE, JOHN J.
FOSTER, WILLIAM H. IV	POCOS, KEVIN L.	
GASPARINI, MICHAEL J.		

The signature of Civil Service Commission member below shall certify that each person listed above has been appointed and is employed pursuant to Ohio Revised Code Chapter 124.

This form shall be updated and re-certified any time the list changes.

(Name)

(Date)