

**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.

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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.

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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:

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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.

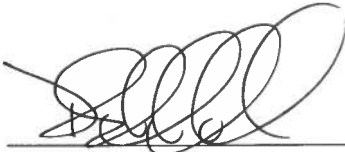
ADJOURNMENT:

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

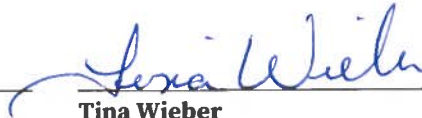
A voice vote was taken and the motion carried.

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