

**NORTH RIDGEVILLE CIVIL SERVICE COMMISSION
MINUTES OF THE
REGULAR MEETING – MONDAY, JUNE 23, 2025**

CALL TO ORDER

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

ROLL CALL

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

Excused was Co-Chairman Sam Spann.

APPROVAL OF MINUTES

Regular Meeting Minutes of May 29, 2025

Chairman Schiffbauer stated that the Commission had received the meeting minutes from the May 29, 2025, meeting. He asked if any Commission members had any comments or questions.

None were given.

Moved by Schiffbauer and seconded by Espinosa-Gonzalez to approve the regular meeting minutes of May 29, 2025.

A voice vote was taken and the motion carried.

Yes – 2 No – 0

REPORTS

Received Oath of Office for Firefighter/Paramedic Steven Hauer dated May 27, 2025.

Received Oath of Office for Firefighter/Paramedic Jack Walter dated May 27, 2025.

Chairman Schiffbauer stated that the Commission received the Oaths of Office for Firefighter/Paramedics Steven Hauer and Jack Walter both dated May 27, 2025, and congratulated them on their appointments.

UNFINISHED BUSINESS

NEW BUSINESS

Re-certify the 2025-2027 Firefighter/Paramedic Class D Entrance Eligibility List due to the appointments.

Chairman Schiffbauer stated that the Commission would need to re-certify the 2025-2027 Firefighter/Paramedic Class D Entrance Eligibility List due to the appointments. He stated that the Commission had received a copy of that list and asked if there were any questions from the Commission.

None were given.

Moved by Schiffbauer and seconded by Espinosa-Gonzalez to re-certify the 2025-2027 Firefighter/Paramedic Class D Entrance Eligibility List.

A voice vote was taken and the motion carried.

Yes – 2 No – 0

Re-certify the 2025-2027 Firefighter/Paramedic Class D Top 10 Entrance Eligibility List due to the appointments.

Chairman Schiffbauer indicated that the Commission would also need to re-certify the 2025-2027 Firefighter/Paramedic Class D Top 10 Entrance Eligibility List due to the appointments. He stated that the Commission members had received a copy of that list and asked if there were any questions or comments from the Commission.

None were given.

Moved by Schiffbauer and seconded by Espinosa-Gonzalez to re-certify the 2025-2027 Firefighter/Paramedic Class D Top 10 Entrance Eligibility List.

A voice vote was taken and the motion carried.

Yes – 2 No – 0

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

Chairman Schiffbauer stated that the Commission needed to certify the Civil Service Payroll due to the appointments. He stated that the Commission members had received a copy and asked if there were any questions or comments.

None were given.

Moved by Schiffbauer and seconded by Espinosa-Gonzalez to certify the Civil Service Payroll.

A voice vote was taken and the motion carried.

Yes – 2 No – 0

Certify the 2025-2027 Police Lieutenant Promotional Examination List.

Chairman Schiffbauer stated that the Commission received a copy of that list and asked if Deputy Clerk of Council Wieber had any comments.

**NORTH RIDGEVILLE CIVIL SERVICE COMMISSION
REGULAR MEETING – MONDAY, JUNE 23, 2025**

PAGE 3

Deputy Clerk of Council Wieber stated that there were no protests and that everyone passed the examination.

Chairman Schiffbauer asked if there were any other questions or comments from the Commission.

None were given.

Moved by Schiffbauer and seconded by Espinosa-Gonzalez to certify the 2025-2027 Police Lieutenant Promotional Examination List.

A voice vote was taken and the motion carried.

Yes – 2 No – 0

Certify the 2025-2027 Police Lieutenant Promotional Examination Top 3 Eligibility List.

Chairman Schiffbauer stated that due to the Rule of Three, the Commission was called to certify the 2025-2027 Police Lieutenant Promotional Examination Top 3 Eligibility List. He asked if there was any further discussion.

None were given.

Moved by Schiffbauer and seconded by Espinosa-Gonzalez to certify the 2025-2027 Police Lieutenant Promotional Examination Top 3 Eligibility List.

A voice vote was taken and the motion carried.

Yes – 2 No – 0

Chairman Schiffbauer noted that there was no one in the audience for the meeting. He mentioned that it was his last meeting and wanted to thank Toni and Brian and his colleagues Amie and Sam, as they had all been very helpful. He explained that he enjoyed the opportunity for civic service and to support the City. He said that he wanted to give a huge thank you to the person that made it all work, Tina, and that she had been a big help and appreciated it. He stated that he hoped as he was able to continue civil service where he was going to next that there would be somebody as helpful along with the team to help guide that and that it had sincerely been an honor and a privilege.

Deputy Clerk of Council thanked Chairman Schiffbauer for volunteering his time over the last five years.

ADJOURNMENT

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

A voice vote was taken and the motion carried.

Yes – 2 No – 0

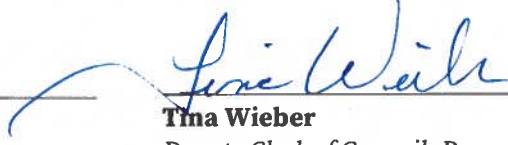
**NORTH RIDGEVILLE CIVIL SERVICE COMMISSION
REGULAR MEETING – MONDAY, JUNE 23, 2025**

PAGE 4

The meeting was adjourned at 5:10 PM.



Sam Spanik
Co-Chairman



Tina Wieber
Deputy Clerk of Council, Recording Secretary

Date Approved Monday, July 28, 2025