

VILLAGE OF BOLIVAR

SPECIAL COUNCIL MEETING

October 25, 2021

The Bolivar Village Council met in special session at Village Hall on Monday, October 25, 2021. The meeting was called to order by the mayor at 7:30 pm. The Pledge of Allegiance was said. Lloyd opened the meeting with a prayer. Bellinger, Finlayson, Lawver, Lloyd, Oberlin, and Vincent all answered to roll call.

The meeting was advertised. The purpose of the special session was to discuss and advertise for open position (s) in the Village, time keeping method and issues, disposition of village equipment and an executive session. The purpose of the executive session was to consider the appointment, employment, dismissal, discipline, promotion, demotion or compensation of a public employee(s) as set forth in the Ohio Sunshine Law. Action may be taken.

Mayor Lang stated this meeting was called for specific reasons as advertised and that is all that can be discussed. He said the main reason this meeting was called is that unfortunately Fiscal Officer Maria App has tendered her resignation.

Maria introduced Patty Smith, assistant Fiscal Officer, and said she is here to take minutes.

Maria read her resignation letter to council. The effective date is November 8, 2021.

Maria stated she will be willing to contract with the Village to assist the new Fiscal Officer for a smooth transition and contract for water assistance with the transition to monthly billing.

Maria recognized Becky Hubble, Robert Lloyd, and Mary Vincent, thanking them for all the dedication, support, and hard work for the Village.

Mayor Lang ask for the wishes of council for the resignation. A motion was given by Oberlin to accept the resignation. The motion was seconded by Vincent. In a roll call vote, all answered yes.

Mayor Lang started a discussion on the 2 open positions of Fiscal Officer and Village Administrator. Mayor Lang said the Village can advertise for a Fiscal Officer, or promote Patty Smith, who is currently an employee as fiscal officer assistant, to the Fiscal Officer position. He asked council members for their wishes on this. Maria said Patty has the experience necessary and has worked for the Village off and on in the past. Mayor Lang stated rate of pay and number of hours would be determined. Maria stated council members were given a rates and caps schedule in the packet of this meeting. Maria suggested \$19 per hour stating Patty comes with a lot of Fiscal Officer experience. Mayor Lang stated he would like to see the Fiscal Officer set at 24 hours per week and the Village Administration set at 24 hours per week when both positions are filled and year end is closed. A discussion of pay and hours ended in determining hours would be set at 32 to 40 per week through the year-end process. Pay is set at \$19 per hour with a probationary period of 6 months. Hours would be set at 32 per week after the year-end process is complete. After six months the hours will be reevaluated and possibly dropped to 24 per week. A motion was made to suspend the rules and regulations, appointing Patty Smith Fiscal Officer with the hours and rate stated above, by Lloyd and seconded by Vincent. Roll call: All yes except Oberlin who voted no. A motion was made by Lloyd and seconded by Vincent to pass this as an emergency. Roll Call: All yes except Oberlin who voted no. **Ordinance O-28-2021.**

Mayor Lang suggested council set the Village Administrator position at \$16 to \$18 per hour with 24 hours per week.

Becky Hubble stated the Village Administrator oversees the Water utility of the Village and oversees the Maintenance Department.

A discussion to advertise the Village Administrator position ended in deferring to the Finance Committee to determine the Village Administrator job description and bring to council at the regular council meeting on November 1, 2021 for approval to advertise/post.

Bellinger stated the need to have a Village Administrator by November 1, 2021. Mayor Lang asked Becky Hubble to stay on until the position is filled. Becky said she would stay on in name only but would like to see a committee formed to interview for the position. Becky said the meter project has some items needing to be finished and that if she stays by name only she would work on these.

Mayor Lang suggested the 2014 Dodge Charger be advertised on govdeals.com for disposition. Council discussed the disposition of the police cruiser, and decided that govdeals.com would be a good place to advertise. Council set the minimum bid at \$10,000. A motion to advertise with a minimum bid of \$10,000 was made by Finlayson and seconded by Bellinger. Roll Call: All yes. **R-18-2021.**

Bellinger made a motion to go into executive session for the purpose of personnel to consider appointment, employment, dismissal, discipline, promotion, demotion or compensation of a public employee. Action may be taken. The motion was seconded by Lawver. Roll Call: All yes. Patty and Becky were excused. Council entered executive session at 8:15 pm.

Council reconvened at 9:06pm. Finlayson said he would email Mayor Lang with the Village Administrator job description. Mayor Lang will forward the email to all of council. No action was taken from the executive session. Mayor Lang asked for a motion to adjourn until the next regular scheduled meeting at 7pm on November 1, 2021. Finlayson made the motion to adjourn and it was seconded by Lawver. Roll Call: All yes.

Mayor Tim Lang

ATTEST: Maria A. App, Fiscal Officer

Approved: