

Thursday, June 14, 2018

ITEM 1: CALL TO ORDER: Deputy Mayor Lommatzsch called the Riverside, Ohio City Council Special Meeting to order at 6:00 p.m. at the Riverside Administrative Offices located at 5200 Springfield Street, Suite 100, Riverside, Ohio, 45431.

ITEM 2: ROLL CALL: Council attendance was as follows: Ms. Campbell, present; Mr. Curp, present; Mr. Denning, absent; Ms. Fry, present; Mr. Fullenkamp, present; Deputy Mayor Lommatzsch, present; and Mayor Flaute, absent.

Staff present was as follows: Mark Carpenter, City Manager; and Dalma Grandjean, Law Director.

ITEM 3: EXCUSE ABSENT MEMBERS: A motion was made by Mr. Curp to excuse absent members Mr. Denning and Mayor Flaute. Ms. Campbell seconded the motion. All were in favor; none were opposed. **Motion carried.**

Mr. Denning arrived at 6:10 p.m.

ITEM 4: ADDITIONS OR CORRECTIONS TO AGENDA: There were no additions or corrections to the agenda.

ITEM 5: APPROVAL OF AGENDA: A motion was made by Mr. Fullenkamp to approve the agenda as presented. Mr. Curp seconded the motion. All were in favor; none were opposed. **Motion carried.**

ITEM 6: EXECUTIVE SESSION: A motion was made by Ms. Campbell to enter in to executive session to discuss personnel as allowed by Section 103.01 (d) (1): *Unless the City employee or official requests a public hearing; to consider the appointment, employment, dismissal, discipline, promotion, demotion or compensation of a city employee or official or the investigation of charges or complaints against a City employee or official.* Ms. Fry seconded the motion. On call of the roll: Ms. Campbell, yes; Ms. Fry, yes; Mr. Curp, yes; Mr. Fullenkamp, yes; and Deputy Mayor Lommatzsch, yes. The council entered into executive session at 6:02 p.m.

The council came out of executive session at 6:25 p.m. and the meeting was reconvened.

ITEM 7: CONSIDERATION OF RESOLUTION – PERSONNEL MATTER

a. Resolution No. 18-R-2375 terminating the Clerk of Council and appointing successor.

A motion was made by Mr. Denning to approve Resolution No. 18-R-2375 and in Section 2 inserting Mary Ann Brane's name. Mr. Curp seconded the motion.

Mr. Fullenkamp: I would like to discuss how we are going to move forward with the position. I think it's important that we move quickly; that we get our advertisements out and we have a replacement in place in the two months that we spelled out. Are we all comfortable with this advertisement or do we need a chance to look at this. Mr. Curp: I had a couple minor adjustments; typos not content. Mr. Fullenkamp: Do we have an opinion on how quickly we want to get this advertised and where? Next week? Mr. Curp: I agree; we can get things moving.

Deputy Mayor Lommatzsch: Why don't we decide on a date we want this to close. Resumes close by July 15th? Or depending when they get the job posted; do you want to go a month out from that day? Do we want a smaller group of council to go through the initial screening of the resumes or do we want council to see all of them? Mr. Curp: I think we should see all of them. Mr. Denning agreed.

Mr. Fullenkamp: Where are we going to advertise? Deputy Mayor Lommatzsch: That; and are we going to offer a salary commensurate to their experience? Mr. Fullenkamp: I think we have a range.

Thursday, June 14, 2018

With no further discussion, a roll call vote was as follows: Mr. Denning, yes; Mr. Curp, yes; Ms. Campbell, yes; Ms. Fry, yes; Mr. Fullenkamp, yes; and Deputy Mayor Lommatzsch, yes. **Motion carried.**

Mr. Curp: Back to where we advertise. Mr. Fullenkamp: There's a lot of good websites and we have the Dayton Daily News available to us. Mr. Curp: Also the Ohio Municipal League.

Mr. Carpenter: Mr. Lohr is off tomorrow but by late Monday or Tuesday, we can have a list of places and if you have something in mind you can send it to us. Deputy Mayor Lommatzsch: Why don't you call Tony Rodgers for suggestions to advertise? Ms. Campbell: Maybe they would squeeze it in on TV. Mr. Curp: Another place to consider would be the Ohio School Board Association's website because those clerks have transferable skills. Deputy Mayor Lommatzsch: They do virtually the same thing. Mr. Fullenkamp: I just want to get a good sampling and some good qualified people. I have the old resumes if anyone wants to see them.

Mr. Denning: So looking at the calendar, we would close on the 20th of July if we got this rolling on Monday or Tuesday.

Deputy Mayor Lommatzsch: How do we want the resumes submitted? Mr. Fullenkamp: Give them a choice of mail or email; also, do we want to give them three or four weeks.

Mr. Denning: We're trying to find a quality person so I think having it open longer will be important. I would like to see the resumes date-stamped when we get them in; if you have that one that waited until the last minute and they are local, that might give us a little flag to think about. Mr. Fullenkamp: I'm not so worried about that; someone could be on vacation for a couple weeks. As long as they meet the deadline is all I care about. Mr. Curp: They could be part of Elder-Beerman and they lose their job at the last minute or they are on a retention bonus and couldn't apply until late. Mr. Denning: Just a thought.

ITEM 8: ADJOURNMENT: A motion was made by Mr. Denning to adjourn. Ms. Campbell seconded the motion. All were in favor; none were opposed. The meeting was adjourned at 6:34 p.m.

William R. Flaute, Mayor

Clerk of Council