

Village of Bellaire

ADMINISTRATION & PERSONNEL COMMITTEE

Dan Bennett, Chairman

Dave Ciganick

Bryan Hardy

COMMITTEE MEETING MINUTES

September 3, 2024

12:00 PM

I. Call to Order: Meeting was called to order at 12:00 PM.

II. Roll Call - Attendance:

Present: Dave Ciganick, Bryan Hardy, and Dan Bennett

Absent: None

Staff Present: Angela, St. Pierre, Clerk; Nora Stead, Treasurer & Bradley Kieser, DPW Supervisor; Bill Drollinger, Chief of Police

Public Present: None

III. Approval of Agenda: The agenda was approved as presented.

Motion by Hardy, seconded by Bennett to approve the agenda as presented. Motion Passed by unanimous voice vote.

IV. Approval of Minutes: none presented

V. Conflict of Interest: None presented.

V.I. Public Comment: None presented.

V.II. Old Business: None presented.

V.III. New Business

- a. Interview for Open DPW Position:** Jason Alspaugh was the applicant to be interviewed. The Committee asked various questions of him and explained the various tasks of the job. He explained his answers and experiences. He also explained his certifications and licenses and goals for future certifications and licenses. The benefits the Village offers were explained as well.

No action was taken.

- b. Police Department Replacement Discussion:** Bill Drollinger asked how the audit came back and asked if the Village has the money to hire another officer. A general discussion was held about the audit and what it looks like. Mr. Drollinger will be retiring in July of 2026. Mr. Drollinger recommends looking at the wages offered by the Village and also having the audit presented at a Village Council meeting to help better determine if another officer can be afforded. A brief discussion was held concerning purchasing a new patrol car. Mr. Drollinger recommends purchasing a new car while he is still employed with the Village as he will need to fit the new car with the needed equipment. It was decided to request the auditor give a presentation to the Village Council at their November meeting.

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No action was taken.

A general discussion was held about recessing the meeting until 6:45 on September 4, 2024 to allow for a background check on the applicant before making a decision to recommend to Council to offer the position to the applicant.

Motion by Bennett, seconded by Hardy to recess until 6:45 PM on Wednesday September 4, 2024.

Motion Passed by unanimous voice vote.

Chair announces committee is in recess until September 4, 2024 at 6:45 pm.

On September 4, the chair calls the committee back from recess and the meeting continues.

A discussion was held concerning the applicant for the DPW position.

Motion by Hardy, seconded by Ciganick to recommend to the Village Council to hire Jason Alsbaugh at \$18.47 for the DPW Position. Motion Passed by unanimous voice vote.

- V. Discussion Items:** None presented.
- VI. Communication/ Informational:** None presented.
- VI. Member/Public Comment:** None presented.
- VII. Adjourn:** The meeting was adjourned at 6:50 PM to the call of the chair.

Minutes compiled by: Angela St. Pierre, Clerk

Minutes are subject to approval.

Approved: _____ Date: _____