

# Village of Bellaire

## ADMINISTRATION & PERSONNEL COMMITTEE

Dan Bennett, Chairman

Dave Ciganick

Bryan Hardy

### COMMITTEE MEETING MINUTES

October 13, 2022  
6:30 PM

**I. Call to Order:** Meeting was called to order at 6:30 PM.

**II. Roll Call - Attendance:**

**Present:** Dave Ciganick, Bryan Hardy, and Dan Bennett

**Absent:** None

**Staff Present:** Nicole Essad, Clerk; and Bradley Keiser, DWP Supervisor

**Public Present:** Christian Fleminger

**III. Approval of Agenda:** The agenda was approved as amended to delete the second interview.

**Motion by Bennett, seconded by Ciganick to approve the agenda as amended. Motion Passed by unanimous voice vote.**

**IV. Approval of Minutes – October 11, 2022:** The minutes of the October 11, 2022 meeting were approved as presented.

**Motion by Bennett, seconded by Hardy to approve the minutes of the October 11, 2022 meeting as presented. Motion Passed by unanimous voice vote.**

**V. Conflict of Interest:** None presented.

**VI. Public Comment:** None presented.

**VII. Old Business**

**a. DPW Applicants:** The Committee conducted one interview.

- i. 1<sup>st</sup> Interview – 6:30 PM:** Christian Fleminger 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 his experiences. DPW Supervisor Keiser explained about the benefits and possible overtime work.

Clerk Essad reminded the Committee of how they ranked the applicants following the last meeting. DPW Supervisor Keiser stated that he checked Mr. Wingo's references, and he came highly recommended for the type of work he did. DPW Supervisor Keiser also discovered that Mr. Wingo was looking for something stable, with good benefits. General discussion was held on all the applicants interviewed from both this meeting and the last meeting. General discussion was held about the starting wage for the new hire compared to the starting wage of the last hire for DPW. Trustee Ciganick stated that the wage scale is a road map, it is not etched in stone, and he would recommend that Mr. Wingo start at \$19.50 per hour. General discussion was held about the starting wage for the second choice and third choice as well.

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**Motion by Ciganick, seconded by Hardy to recommend to the Village Council to offer the job to Jerry Wingo with a starting rate of \$19.50 per hour and upon his first year anniversary then be at the third year pay rate on the wage scale; in the absence of Mr. Wingo accepting the job, the second choice would be to offer the job to Christian Fleminger at a starting rate of \$18.09 per hour and on his one year anniversary jumping to the second year pay rate on the wage scale; and if Mr. Fleminger does not accept the offer, the third choice would be to offer it to John Forbes at a starting rate of \$18.09 per hour and on his one year anniversary moving to the second year pay rate on the wage scale. Motion passed with Bennett abstaining because he did not interview the other two applicants.**

**VIII. New Business:** None presented.

**IX. Correspondence/Reports:** DPW Supervisor Keiser stated that the fence is still getting put up. He stated that the overhangs are ready to go up, and the fence company stated that two more days and it should be done. He questioned which two days. Chairperson Bennett asked what else will be done at the ballfields before next year. Clerk Essad stated that it will be the fence. General discussion was held about building dugouts and funding for them, and the next fiscal year's budget. General discussion was held about making plans but not executing those plans until the money is there. DPW Supervisor Keiser gave an update on the price of new pickup trucks because the Village was supposed to sell an old one and buy a new one this upcoming year.

**X. Member/Public Comment:** None presented.

**XI. Adjourn:** The meeting was adjourned at 7:05 PM to the call of the chair.

Minutes compiled by:  
Nicole E. Essad, Clerk

**Minutes are subject to approval.**

**Approved:** \_\_\_\_\_

**Date:** \_\_\_\_\_