

Roseville Village Council

Special Meeting

Friday, July 23, 2021

Held at Roseville Community Center

Meeting was called to order by Bryan Stickel, President of Council, at 5:31 pm. The Pledge of Allegiance was recited. The following council members were in attendance: Vickie Gussler, Nancy Williams, Danny Williams, Lois Guy, and Bryan Stickel, who was replacing the mayor for this meeting.

Jeff Slack did not have an administrator's report.

The purpose of this meeting was to discuss and act upon the letters of resignation that have been received since Tuesday's council meeting and to vote to allow positions to be advertised.

Letters of Resignation were read in the following order:

1. Village Solicitor, Gerald Tiberio. His resignation will be August 2, 2021.
2. Council Member, Dan Serrell. His resignation is effective immediately.
3. Mayor, Darrin Strate. His resignation is effective immediately.
4. Income Tax Administrator, Debbie Birkheimer. Her resignation will take effect on August 4, 2021. Her last day to work will be July 27, 2021.
5. Fiscal Officer, Heidi Milner. Her resignation will be August 2, 2021.
6. Utility Billing Clerk and Mayor's Court Clerk, Michelle Snouffer. Her resignation will be August 4, 2021.

Motion to accept the resignations of Gerald Tiberio, Dan Serrell, Darrin Strate, and Debbie Birkheimer was made by Danny Williams and seconded by Nancy Williams. This was approved unanimously. Both Heidi Milner and Michelle Snouffer had resigned and resignations accepted at the July 20, 2021 meeting.

The State of Ohio Auditor will be coming to do a full audit on Tuesday, July 27, 2021.

Emmett Abella, Carole Sowards, and Chris Ross have agreed to help with keeping the village office open while positions are advertised and individuals hired.

Bryan has talked to those who had submitted a letter of interest for the council position that was open and filled in June. Two of those people are interested in the 2 vacancies that have now become open. Those people are Kurt Torres and Shirley Allen. Whoever is appointed to Dan Serrell's seat will need to run for election in November. Bryan's council seat does not expire at the end of 2021 so this person will remain in office until his term ends. Any person wishing to be appointed to one of these open positions must submit a letter of interest by noon on Thursday, July 29<sup>th</sup>. The council seats will be filled at the August 3, 2021 meeting.

Since there are multiple openings the Roseville Municipal Building will return to having office hours Monday – Friday.

A motion to advertise for the Village Office positions was made by Danny Williams and seconded by Nancy Williams. The following information will be a part of the advertisement:

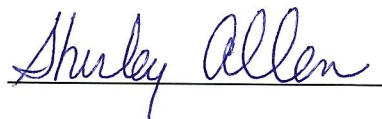
1. Fiscal Officer: pay will be commiserating with qualifications. Pay range is \$26,000 - \$45,000.
2. Utility Billing Clerk: pay will be \$13 per hour.
3. Income Tax Administrator: pay will be \$13 per hour.
4. Mayor's Court Clerk has been previously held by the Utility Billing Clerk. Suggestion by Jeff Slack to have the duties of this part time position completed by either the new utility billing clerk or the income tax administrator so someone is available at all times to accept payments from the Mayor's Court.
5. Cleaning person for the Roseville Community Center and the Municipal Building: pay will be \$10 per hour.

Motion to advertise approved unanimously.

A motion to allow Jeff Slack and Bryan Stickel to do a contract with Emmett Abella to cover duties until appropriate person is hired was made by Danny Williams and seconded by Nancy Williams. Emmett will be especially dealing with the cemeteries as he did this for the village previously. Motion approved unanimously.

Kurtus Nichols asked what steps would need to be taken to hold a 3 day street festival downtown next summer. Bryan told him that the first step would be to call the village office to get on the agenda for the August 3<sup>rd</sup> council meeting. This is a special meeting and only the listed items could be discussed.

All business being finished the council meeting was adjourned at 5:57 pm.

A handwritten signature in blue ink that reads "Shirley Allen". The signature is written in a cursive style and is positioned above a horizontal line.

Shirley Allen

A handwritten signature in blue ink that reads "Bryan Stickel". The signature is written in a cursive style and is positioned above a horizontal line.

Bryan Stickel, President