

RECORD OF PROCEEDINGS

Minutes of _____

Meeting _____

BARRETT BROTHERS - DAYTON, OHIO

Form 5101

Held _____

SPECIAL MEETING RECORD OF PROCEEDINGS

June 4, 2019

The Special Meeting was called to order by Mayor James Waller at 7:00 PM.

Guests: Mr. Greg Horn-Management Partners.

Mr. Horn conducted interviews with Gary Chaddock, Matt Kishman, John Descenzo, Rich Varagliotto, Dave Gotschall, Denise Freeland, Andy & Amanda Conrad, Ralph Lober, Chris Miller, JT Williams, Becky Stoller, Aaron Stoller & Tim Tarbet. Asking questions on what they would like to see in a village administrator and possible challenges that lie ahead. Answers ranged from grant writing, community involvement, finance & economic development.

Mr. Horn proceeded to explain the steps offered by his firm regarding the process of hiring.

Mr. Horn stated the ad will be placed ICMA, DML & OCMA.

Discussion on salary and benefit package. Agreed upon a salary range of \$66-75000. A minimum of a bachelor's degree and a masters recommended. Residency will be discussed at time of interviews.

It was asked how many resumes do Mr. Horn thought the village would receive. Mr. Horn stated probably guessing twenty-five. He suggests only 4 maybe 6 applicants be chosen to interview.

Mr. Horn will give each council member material on the interviewing process including what questions are not allowed to be asked.

Mr. Horn stated there more than likely will be a period of time in the transition that there is no acting administrator. The decision to appoint a temporary replacement will be up to council.

Mr. Horn will draft the advertisement and be approved by his firm. He will then forward it to Councilwoman Stoller and be approved by council members for the release of publication.

Motion to adjourn the Special Meeting was made by Councilman Tarbet seconded by Councilwoman Stoller. All voted yea.

Attest:

Brenda Albaugh Clerk of Council

James B. Waller Mayor