

**Human Resources Committee Meeting**  
**August 12, 2025, 7:30 a.m. Village Hall**

Present: Chairman Bell, Council member Berger, Fiscal Officer Romanowski, Police Chief Rizzo, Mayor Koons (arrived 8:18 a.m.)

- The timecard issue previously discussed has been resolved as far as the FO and Chief were aware. FO got the new SD employee his login credentials and access fob and the department was in contact with ADP to get everything set up.
- Regarding the Designated Employer Representative (DER) training for the Street Commissioner, Bell was going to follow up with the Street Commissioner to find out the status of his certification.
- The question was raised as to whether SRV is notified if employees or officials do not complete their required IT training from ADP. FO said she is not notified, and that everything is handled through ADP directly. FO was instructed to contact ADP to find out if the Village can be notified if anyone is outstanding in terms of training.
- Discussion was held regarding salary compensation of an administrative staff member as requested by the Mayor previously. The committee was of the opinion that the salary compensation from surrounding communities was reviewed, and the Village is in line with current rates and there is no need to proceed further with the issue.
- Bell made a motion to go into Executive Session at 8:10 a.m. to discuss personnel matters related to the employment of a former employee per Section 121.22(G)(1) of the Ohio Revised Code and invited the FO and Chief, seconded by Berger. Roll call, ayes- all. Motion carried.

Committee reconvened at 8:18 a.m.

- Bell made a motion to go into Executive Session at 8:25 a.m. to discuss personnel matters related to compensation of an employee per Section 121.22(G)(1) of the Ohio Revised Code and invited the FO and Mayor, seconded by Berger. Roll call, ayes – all. Motion carried.

Committee reconvened at 8:37 a.m.

Meeting adjourned at 8:37 a.m.