

MINUTES OF THE RESCHEDULED MEETING
OF THE CIVIL SERVICE COMMISSION
OCTOBER 1, 2025

The rescheduled meeting of the Civil Service Commission was called to order at 4 p.m. on October 3, 2025, in the Council Chamber, with Chairman Polinko presiding.

Present: Chairman John Polinko, Vice-Chairman Richard Tayek, Secretary William Albrecht, and Clerk Valerie Rosmarin.

Also Present: Mayor Mark Spaetzel, Law Director Gary Ebert, City Prosecutor Steve Dever, HR Director Lynn Kernya, Police Chief Caleb Robinson, Public Works Director Jon Liskovec, Attorney Dave Matty, Attorney George Kennett, Laborers/Local 836 Representatives George Spuckler, Jeremy Fialkowski, and Mark Monda, Chronicle Reporter Richard Perrins, and Resident William Zimmerman.

1. Approval of Minutes

Motion: Vice-Chairman Tayek moved to approve the minutes of September 3, 2025. Seconded by Secretary Albrecht. Motion passed 3-0.

2. Police Department

- Entry Level Police Officer Eligibility List

The Commission received a statement from Jace Perez requesting to be removed from the Eligibility List.

Motion: Chairman Polinko moved to remove Jace Perez from the Entry Level Police Officer Eligibility List. Seconded by Secretary Albrecht. Motion passed 3-0.

- Lateral Entry Police Officer Examination by Structured Interview

Clerk Rosmarin reported that eight applications were filed; one was rejected based on the pension requirement, leaving seven qualified applicants. The next step is to schedule interviews during the week of October 13th. Police Chief Robinson submitted proposed interview questions for the Commission's review. The interview panel will include one citizen and two retired police officers.

3. Public Works Department

- Laborer Eligibility List

Clerk Rosmarin reported that an email and a letter was sent to Brandon Chapman, one of the top five candidates on the list, notifying him that the City had attempted to

contact him to schedule an interview and that the Commission would remove his name from consideration on October 1, 2025, if he failed to respond. Mr. Chapman did not respond to the email or letter.

Chairman Polinko questioned the methods HR Director Kernya used to contact him. HR Director Kernya explained that the interviews were held the week of September 15th and that she gave Mr. Chapman two weeks to respond.

Motion: Chairman Polinko moved to remove Brandon Chapman from the Public Works Laborer Eligibility List. Seconded by Vice-Chairman Tayek. Motion passed 3-0.

- Vactor Operator Job Description

HR Director Kernya reported that this job description, along with the subsequent one, was part of the negotiated Collective Bargaining Agreement with Local 836.

Mr. Spuckler stated that the Vactor Operator position carries greater responsibility than a Laborer but is not equivalent to an Equipment Operator. Therefore, it was negotiated that the position be created and aligned with the Equipment Operator-in-Training wage scale.

In response to Chairman Polinko, Mr. Spuckler explained that the Vactor Operator is responsible for operating a Vactor truck, valued at approximately \$750,000, which is used to clean and jet sewers.

Mr. Fialkowski added that there are limited advancement opportunities for Laborers and that the Vactor Operator and the Sign Shop Operator positions are intended to provide opportunities for employee growth within the bargaining unit.

Motion: Chairman Polinko moved to recommend to Council the job description for Vactor Operator to be classified. Seconded by Secretary Albrecht. Motion passed 3-0.

- Sign Shop Operator Job Description

Mr. Spuckler explained that the City's Sign Shop contains complex equipment, and the Sign Shop Operator works with this equipment, vendors, and Ohio Utilities Protection Services (OUPS) to ensure that all road signage complies with the Ohio Revised Code.

Motion: Chairman Polinko moved to recommend to Council the job description for Sign Shop Operator to be classified. Seconded by Vice-Chairman Tayek. Motion passed 3-0.

4. Civil Service Rule 14 Amendment

Clerk Rosmarin reported that Council passed Ordinance No. 25-139, amending Civil Service Rule 14. Adoption of Rule 14 by the Commission is the next step in the process.

Motion: Chairman Polinko moved to formally adopt Rule 14, as amended and posted by Council. Seconded by Vice-Chairman Tayek. Motion passed 3-0.

5. Executive Session

Motion: Chairman Polinko moved to adjourn to executive session in compliance with Ohio Revised Code Section 121.22(G)(1) to consider the discipline of a public employee. Seconded by Secretary Albrecht.

Yes: Mr. Polinko, Mr. Tayek, Mr. Albrecht

No: None

Motion passed.

The meeting adjourned to executive session at 4:18 p.m. and reconvened at 4:43 p.m.

Yes: Mr. Polinko, Mr. Tayek, Mr. Albrecht

No: None

Motion passed.

6. Public Input

Mr. Zimmerman addressed the Commission with questions regarding the process by which a non-union employee is placed on administrative leave. He stated that he reviewed the City Charter but could not locate any reference to such a process. He expressed concern that his previous inquiries to the Administration for clarification had not been answered and asked under what statute or authority the action was taken if City Charter Section 19A did not apply.

Chairman Polinko responded that an appeal has been filed regarding the matter and that both parties would have the opportunity to present their respective positions. It would therefore be inappropriate for the Commission to comment prior to the hearing.

Mr. Zimmerman questioned why it would be inappropriate to discuss how the administrative leave was initiated, noting that this action began the entire situation.

Chairman Polinko reiterated that the Commission would hear both sides during the appeal hearing and could not comment further at this time.

Attorney Matty, legal counsel for the Commission, clarified that the Commission did not issue or have authority over the administrative leave action. The Commission's role is limited to hearing the appeal filed by the employee. He referenced Civil Service Rule 20, outlining the hearing procedure, including the opportunity for both the appellant and the City to present and rebut evidence. He further explained that questions regarding the administrative leave decision should be directed to the Administration, not the Commission. Additionally, if the appeal proceeds in executive session, that session will be private and not open to the public.

Mr. Zimmerman stated that while he understood the rules, he was concerned that executive sessions often lack notetaking, which he believed should be required under public records laws. He expressed frustration with the Administration's lack of transparency and stated that his public records requests for information, including the Fire Chief's personnel file and performance reviews conducted by former Mayor Greg Zilka, had not been fulfilled.

Attorney Matty explained that taking notes is not required during executive sessions and declined to debate the point further.

Mr. Zimmerman stated that he believed the public was entitled to such information and that both he and members of the press had been denied access to records related to the matter. He concluded by reiterating his public records request for the Fire Chief's performance reviews from 2021 through 2025, including those conducted by former Mayor Zilka.

The meeting was adjourned at 4:49 p.m.

/s/ Valerie E. Rosmarin

Valerie E. Rosmarin, Civil Service Clerk

