

SPECIAL MEETING AGENDA

Village Council of the Village of Shelby
Monday, October 19, 2020
SPECIAL Council Meeting – 5:30 P.M.



VIA ZOOM ONLY

Public access to this meeting can be accomplished online by connecting to “Join a Meeting” at: www.zoom.us, then entering the meeting I.D. : 884 2507 3605 and password: 190976. The link: <https://tinyurl.com/ShelbyCouncil1019> may be used for access to the meeting. To connect via telephone, dial 312-626-6799. See the “Zoom Participation Process” on the Shelby website for more details and instructions (www.shelbyvillage.com/council)

Agenda Topics:

1. Call to Order:
2. Roll Call:
3. Pledge of Allegiance:
4. Review minutes of meetings:
 - a) Special meeting, Monday, October 12, 2020 (4:00 pm) AR
 - b) Special meeting, Tuesday, October 13, 2020 (5:30 pm) AR
5. Additions to Agenda:
6. Correspondence: None
7. Public Participation (Go to Shelbyvillage.com/council for instructions):
8. Special Meeting Business: Personnel Additions AR
9. Adjournment: AR

AR-Action Requested
D-Discussion Item

VILLAGE OF SHELBY
SPECIAL COUNCIL MEETING OF October 12, 2020 at 4:00 P.M.
COUNCIL PROCEEDINGS



1. CALL TO ORDER:

The regular meeting of the Common Council of the Village of Shelby was called to order at 4:00 P.M. by President Paul Inglis.

2. ROLL CALL:

Answering the roll call: Steve Crothers, Dan Zaverl, Paul Inglis, John Sutton, Andy Near, and Bill Harris.
 Absent: Jim Wyns.

Staff present: Interim Village Administrator Bill Cousins, Village Clerk/Treasurer Crystal Budde, and Police Chief Bob Farber.

3. PLEDGE OF ALLEGIANCE: All stood for the Pledge.

4. CITIZEN PARTICIPATION: No Citizen Participation.

5. Police Chief Interviews:

a.) 4:00 P.M. – Steven Waltz

6. COUNCIL ACTION:

The Shelby Village Council conducted an interview with the final candidate for the Shelby Police Chief position. The Council has the following options:

- a.) Name Mr. Waltz the “lead candidate” and authorize the Police Chief and the Village Administrator to conduct the necessary background checks and put together an employment contract with the candidate that will be presented to Council for adoption.
- b.) Direct the Police Chief and Village Administrator to present additional qualified candidates to the Council for interviews (a resume was submitted in late September).
- c.) Take other action as determined by the Council at this meeting.

John Sutton moved to name Steven Waltz the lead candidate for the Village of Shelby Police Chief position and authorize Chief Bob Farber and Interim Village Administrator Bill Cousins to perform the necessary background checks and to put together an employment contract to be presented to the Village Council for adoption.
 Seconded by: Andy Near.

Roll Call Vote:

Ayes: Sutton, Near, Crothers, Zaverl, Harris, and Inglis.

Motion Carried 6-0.

Absent: Jim Wyns.

7. ADJOURNMENT: John Sutton moved to adjourn the meeting at 4:51 P.M.

Seconded by: Steve Crothers.

Roll Call Vote:

Ayes: Sutton, Crothers, Zaverl, Harris Near, and Inglis.

Motion Carried 6-0.

Absent: Jim WYns.

Council minutes are not official until approved at the October 26, 2020 Council meeting.

Approved

Minutes Respectfully Submitted by Crystal Budde, Village Clerk/Treasurer

Date

**VILLAGE OF SHELBY
SPECIAL COUNCIL MEETING OF October 13, 2020 at 5:30 P.M.
COUNCIL PROCEEDINGS**



1. CALL TO ORDER:

The regular meeting of the Common Council of the Village of Shelby was called to order at 5:32 P.M. by President Paul Inglis.

2. ROLL CALL:

Answering the roll call: Steve Crothers, Dan Zaverl, Paul Inglis, John Sutton, and Bill Harris.
Absent: Jim Wyns and Andy Near.

Andy Near was present at 5:34 P.M.

Staff present: Interim Village Administrator Bill Cousins, Village Clerk/Treasurer Crystal Budde, and Police Chief Bob Farber.

3. PLEDGE OF ALLEGIANCE: All stood for the Pledge.

4. CITIZEN PARTICIPATION: No Citizen Participation.

5. VILLAGE ADMINISTRATOR INTERVIEWS:

- a.) 5:30 P.M. – Brady Selner
- b.) 6:30 P.M. – Mark J. Borden
- c.) 7:30 P.M. – Sherry Powell

6. COUNCIL ACTION:

The Shelby Village Council conducted interviews for the final candidate for the Shelby Village Administrator position. The Council has the following options:

- a.) Name a “lead candidate and authorize the Village Administrator to conduct the necessary background checks and create an employment contract with the candidate that will be presented to the Council for adoption.
- b.) Direct the Village Administration to present additional qualified candidate to the Council for interviews.
- c.) Take other action as determined by the Council at this meeting.

John Sutton moved to name Brady Selner as the lead candidate and to authorize the Village Administrator to conduct a background check and personal references, as well as authorize the Village Administrator to negotiate an employment contract if the candidate meets all expectations.

Seconded by: Steve Crothers.

Roll Call Vote:

Ayes: Sutton, Crothers, Zaverl, Harris, Near and Inglis.
Motion Carried 6-0.
Absent: Jim Wyns.

John Sutton moved to set a Special Council Meeting for October 19, 2020 at 6:30 P.M. Via Zoom to determine the next steps.
Seconded by: Steve Crothers.

Roll Call Vote:
Ayes: Sutton, Crothers, Zaverl, Harris, Near, and Inglis.
Motion Carried 6-0.
Absent: Jim Wyns.

7. ADJOURNMENT: Dan Zaverl moved to adjourn the meeting at 8:58 P.M.
Seconded by: John Sutton.

Roll Call Vote:
Ayes: Sutton, Crothers, Zaverl, Harris Near, and Inglis.
Motion Carried 6-0.
Absent: Jim Wyns.

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Approved

Minutes Respectfully Submitted by Crystal Budde, Village Clerk/Treasurer

Date

VILLAGE OF SHELBY

MEMO

Date: October 19, 2020

To: Paul Inglis, Shelby Village President
Shelby Village Council Members

From: Bill Cousins, Village Administrator

Re: Proposal to offer a contract to the next Village Administrator

INFORMATION:

The Village Council selected Brady Selner as the lead candidate and Mark Borden as the alternate for the Village Administrator position at the Special Council Meeting last Tuesday. Since that meeting, I have conducted a reference and background check of both individuals. Chief Farber also conducted criminal and limited financial background checks of both men.

The result of the investigations of both men is to confirm the Council's selection of Mr. Selner as the lead candidate for the Administrator position. His references and background checks were very positive. The Council made a good choice last week.

The Administration plans to negotiate a contract that follows the Shelby Personnel Manual (adopted 7/11/17) with possible exceptions such as vacation time, sick leave, vehicle usage, cell phone & severance provisions.

The plan is to meet with Mr. Selner, come to agreement on contract provisions, have Village Attorney verify the written contract, then present it Council at the October 26th regular meeting.

FINANCIAL CONSIDERATIONS:

Budget adjustments may be required as a result of final contract determinations.

RECOMMENDED ACTION:

The following motion is recommended for adoption by the Council:

Motion by _____ seconded by _____ to confirm the selection of Brady Selner as the lead candidate for the Shelby Village Administrator position and authorize the Interim Village Administrator to negotiate an employment contract for Mr. Selner to be presented to the Village Council at the October 26, 2020 regular Council meeting.