

Minutes of Perrysburg Personnel Committee

Meeting Held April 28, 2026

CALL TO ORDER - 4:30 PM

The meeting was called to order by Chairman, Kevin Fuller at 4:31 p.m.

ROLL CALL

Committee members present were Tim McCarthy, Erin O'Rear and Kevin Fuller. Also present were Pat Jones, Deputy City Administrator.

CITIZEN'S CONCERNS

None.

APPROVAL OF MARCH 24, 2026 MEETING MINUTES

There being no objections, the minutes of the March 24, 2026 meeting were approved 3-0.

UPCOMING MEETINGS RE-SCHEDULE

The committee members discussed rescheduling the meeting dates and times of the May, July and August meetings. They agreed that the Personnel Committee would meet on the following dates and times:

- **Monday, May 18 at 4:00pm**
- **Tuesday, July 21 at 4:30pm**
- **Tuesday, August 18 at 4:30pm**

CODIFIED ORDINANCE SECTION 266 UPDATES

266.01-3 Amendment

266.07-3 Amendment

266.08-2-1 Repeal

266.09-1 Amendment

Mr. Jones spoke about the proposed changes to Section 266. He said 266.01-3, .07-3, .08-2-1 and .09-1 will amend parts of the code that cover Vacation Eligibility and Health Insurance for less than full-time staff members, meaning those working thirty or more hours per week, but less than full-time. Mr. Jones said that we had an employee that was part-time and recently retired. He said that they plan to hire someone full-time for this position, and we no longer need the part of the nomenclature that specifies the less than full-time employee status. Mr. Jones also stated that they will have these 4

ordinances have three readings and then a vote. The committee members stated that they would prefer to just have one reading, a vote and an emergency. There being no objections, the Committee agreed 3-0 to forward these ordinances to Council.

Amending 266.15-2 - Administrative Assistant

Mr. Jones stated that this ordinance will change the job title from "Fire Administrative Assistant" to "Administrative Assistant." He said that this would allow for more flexibility in the position. He said that they are asking for an emergency to be able to advertise for this position as soon as possible. There being no objections, the Committee agreed 3-0 to forward this to Council.

Amending 266.15-2

Mr. Jones stated that this is proposed legislation to allow for the annual 3% wage increase for all non-bargaining employees. He said that, if approved, this will go into effect on July 6th. He said that they would ask for three readings and a referendum period. Mr. McCarthy asked how the City came up with a 3% increase. Mr. Jones said that it is closely in line with what the bargaining employees recently negotiated as well as what the City had budgeted for in 2026. There being no objections, the Committee agreed 3-0 to forward this to Council.

OTHER BUSINESS

None.

ADJOURNMENT

There being no further business, the meeting adjourned at 4:55 pm.

Respectfully submitted,

Kevin Fuller, Chairperson
Personnel Committee

The next meeting is scheduled for **Monday, May 18, 2026 at 4:00pm.**