

**Pemberville Village Council Meeting  
7/23/03**

Mayor Oberhouse called the special meeting of Council to order on Wednesday, July 23, 2003 at 7:30 p.m. The special meeting was called to discuss job descriptions and Supervisor of Personnel. This meeting was advertised as required by the Sunshine Law.

Present for roll call were Vandersall, Panning, Sharp, Wegman, Brann, Mazur, Johnson, Sheets and Aring. Also attending the meeting were residents Eric Campbell, James Opelt and Larry Bockbrader.

The Mayor opened the meeting for discussion.

Some of the comments made were: there needs to be some sort of coordination between workers, should get some guidelines down with goals for employees and get a rotation system going. A job description should be established for Director of Personnel. We need to put a good program together and do what is best for Pemberville.

Employee responsibilities were discussed. Johnson stated the BPA employees get done what needs to be done without being told. Aring agreed to draft job descriptions for the BPA employees and Vandersall is working on the duties of the street employees.

Another meeting is scheduled for Wednesday, August 27<sup>th</sup> at 7:30 p.m.

Brann moved at 8:45 p.m. to adjourn the special meeting. Seconded by Vandersall, the motion carried unanimously.

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Mayor

Clerk