



VILLAGE COUNCIL  
REGULAR MEETING MINUTES  
Location: 120 Royal Crest Drive, Seville, OH 44273  
Date: 02/09/2026

The meeting began at 7:00 p.m. with the Pledge of Allegiance and prayer.

**PRESENT:** Mayor Carter, Kathy Rhoads (Council Member), Dennis Gordon (Council President), Leslie Miller (Member), Randy Eby (Council Member), Amelia Bartosch (Council Member), Paul Brilla (Council Member), Ted Lesiak (Solicitor), Jennifer Gray (Recorder)

**AMENDMENTS TO THE AGENDA:** None

**APPROVALS:**

Mrs. Miller made a motion to approve paying the bills, the motion was seconded and carried. Upon Roll Call: **YEAS:** Rhoads, Gordon, Miller, Eby, Bartosch, Brilla. **NAYS:** None. Motion passes.

Mr. Eby made a motion to approve minutes from 1/09/25. The motion was seconded and carried. The minutes are approved as written. Upon Roll Call: **YEAS:** Rhoads, Gordon, Eby, Bartosch, Brilla. **NAYS:** None. **ABSTENTIONS:** Miller Motion passes. The minutes are approved as written.

**PRIVILEGE OF THE FLOOR:**

Tiffany Shultz from Board of Public Affairs is asking about the updated job description creating the Deputy Fiscal Officer. The role states to reflect backup duties to Fiscal Officer and tax/payroll responsibilities. The Administrative Assistant II created in 2025 also listed some of the same duties. Mrs. Shultz was questioning why there was need to create a whole new job description and why couldn't the current job description just be retitled?

Mayor Carter emphasized operational growth and efficiency needs. Mrs. Rhoads stated the new position is more representative of where we are at and where we are headed. We are not doing away with the Administrative Assistant II position; we're just not filling it at this moment.

Mrs. Shultz also sought clarity on the change in the wage scale of the Administrative Assistant and the step-based progression. She stated it was cited that it was the only position without steps which is incorrect. She stated there are two positions in her office that do not have steps. She asked why steps were not considered during multiple changes in the position since 2022. Mayor Carter stated we change things when we see a need to change them. If it was not caught before we try to catch it later.

Mrs. Shultz asked if that was the way the Village was going to want job descriptions for the future? If every other job position within the Village now is going to have step levels, should the two positions that were mentioned before reflect that as well?

Mrs. Rhoads stated it is definitely worth her department looking at.

Brian Greer of BOPA followed up with Tiffany's concerns stating what is good for one is good for all.

Mayor Carter explained not all departments and duties are the same or run the same way.

Mr. Greer agreed and stated that BOPA is separate and operates with their own budget but wanted to make sure that all different kinds of reviews will be afforded to all departments.

Mrs. Rhoads stated council is always open to these conversations.

**REPORTS:** Solicitor – Ted Lesiak    Government – Paul Brilla    Finance – Kathy Rhoads    Safety – Online next month  
BOPA – Amelia Bartosch    Zoning – Dennis Gordon    Streets/Parks - Randy Eby    Cemetery - Mayor Carter

**ORDINANCES UNDER CONSIDERATION:**

**ORDINANCE NO. 2025-56**

AN ORDINANCE OF THE VILLAGE OF SEVILLE, MEDINA COUNTY, OHIO AMENDING THE SEVILLE VILLAGE ZONING CODE SECTION 406.03

**This is the 3rd reading**

Mr. Gordon made a motion to un-table Ordinance 2025-56. The motion was seconded. Upon Roll Call: **YEAS:** Rhoads, Eby, Gordon, Bartosch, Brilla Miller **NAYS:** None. Motion passes. Ordinance 2025-56 was un-tabled.

Ms. Bartosch made a motion to adopt Ordinance 2025-56. The motion was seconded. Upon Roll Call: **YEAS:** Rhoads, Eby, Gordon, Bartosch, Brilla Miller **NAYS:** None. Motion passes. Ordinance 2025-56 was adopted.

**ORDINANCE NO. 2025-57**

AN ORDINANCE OF THE VILLAGE OF SEVILLE, MEDINA COUNTY, OHIO AMENDING THE SEVILLE VILLAGE ZONING CODE SECTION 808 WITH REGARD TO RECREATIONAL VEHICLE YARD RESTRICTIONS.

**This is the 3rd reading - Tabled**

Mr. Eby made a motion to un-table Ordinance 2025-57. The motion was seconded. Upon Roll Call: **YEAS:** Rhoads, Eby, Gordon, Bartosch, Brilla Miller **NAYS:** None. Motion passes. Ordinance 2025-57 was un-tabled.

Ms. Bartosch made a motion to adopt Ordinance 2025-57. The motion was seconded. Upon Roll Call: **YEAS:** Rhoads, Eby, Gordon, Bartosch, Brilla Miller **NAYS:** None. Motion passes. Ordinance 2025-57 was adopted.

**ORDINANCE NO. 2026-03**

AN ORDINANCE OF THE VILLAGE OF SEVILLE, MEDINA COUNTY, OHIO APPROVING THE MINUTES AND ADOPTING THE RECOMMENDATIONS FROM THE SEVILLE HOUSING COUNCIL/TAX INCENTIVE REVIEW BOARD.

**This is the 2nd reading**

**ORDINANCE NO. 2026-04**

AN ORDINANCE OF THE VILLAGE OF SEVILLE, MEDINA COUNTY, OHIO APPROVING THE MINUTES AND ADOPTING THE RECOMMENDATIONS FROM THE SEVILLE HOUSING COUNCIL/TAX INCENTIVE REVIEW BOARD FOR THE "CREATIVE" AGREEMENTS.

**This is the 2nd reading**

**ORDINANCE NO. 2026-05**

AN ORDINANCE OF THE VILLAGE OF SEVILLE, MEDINA COUNTY, OHIO APPROVING THE VILLAGE'S BUDGET FOR THE YEAR 2026.

**This is the 2nd reading**

**ORDINANCE NO. 2026-07**

AN ORDINANCE OF THE VILLAGE OF SEVILLE, MEDINA COUNTY, OHIO AMENDING THE SEVILLE VILLAGE ZONING CODE SECTION 608.03

**This is the 2nd reading**

**ORDINANCE NO. 2026-09**

AN ORDINANCE OF THE VILLAGE OF SEVILLE, MEDINA COUNTY, OHIO AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH THE MEDINA COUNTY SHERIFF'S OFFICE FOR DISPATCH SERVICES.

**This is the 1st reading**

**ORDINANCE NO. 2026-10**

AN ORDINANCE OF THE VILLAGE OF SEVILLE, MEDINA COUNTY, OHIO AUTHORIZING THE FISCAL OFFICER TO ENTER INTO A CONTRACT WITH THE LOCAL GOVERNMENT SERVICES SECTION OF THE OHIO AUDITOR OF STATE, AND DECLARING AN EMERGENCY.

**This is the 1st reading**

Ms. Bartosch made a motion to suspend the 3 reading rule and adopt emergency language for Ordinance 2026-10. The motion was seconded. Upon Roll Call: **YEAS:** Rhoads, Eby, Gordon, Bartosch, Brilla Miller **NAYS:** None. Motion passes. Mr. Gordon made a motion to adopt Ordinance 2026-10. The motion was seconded. Upon Roll Call: **YEAS:** Rhoads, Eby, Gordon, Bartosch, Brilla Miller **NAYS:** None. Motion passes. Ordinance 2026-10 was adopted.

**ORDINANCE NO. 2026-11**

AN ORDINANCE OF THE VILLAGE OF SEVILLE, MEDINA COUNTY, OHIO AUTHORIZING THE MAYOR AND THE FISCAL OFFICER TO ENTER INTO A CONTRACT TO PURCHASE TWO (2) 2025 CHEVROLET TAHOE POLICE VEHICLES FROM PRESTON CHEVROLET AND DECLARING AN EMERGENCY.

**This is the 1st reading**

Mr. Eby made a motion to suspend the 3 reading rule and adopt emergency language for Ordinance 2026-11. The motion was seconded. Upon Roll Call: **YEAS:** Rhoads, Eby, Gordon, Bartosch, Brilla Miller **NAYS:** None. Motion passes. Mrs. Rhoads made a motion to adopt Ordinance 2026-11. The motion was seconded. Upon Roll Call: **YEAS:** Rhoads, Eby, Gordon, Bartosch, Brilla Miller **NAYS:** None. Motion passes. Ordinance 2026-11 was adopted.

**ORDINANCE NO. 2026-12**

AN ORDINANCE OF THE VILLAGE OF SEVILLE, MEDINA COUNTY, OHIO AUTHORIZING THE CHIEF OF POLICE TO DISCARD VILLAGE PROPERTY NO LONGER NEEDED FOR MUNICIPAL PURPOSES.

**This is the 1st reading**

**ORDINANCE NO. 2026-13**

AN ORDINANCE OF THE VILLAGE OF SEVILLE, MEDINA COUNTY, OHIO AMENDING ORDINANCE 2010-29 ESTABLISHING A PARKING VIOLATIONS BUREAU.

**This is the 1st reading**

**ORDINANCE NO. 2026-14**

AN ORDINANCE OF THE VILLAGE OF SEVILLE, MEDINA COUNTY, OHIO AUTHORIZING THE MAYOR AND THE FISCAL OFFICER TO ENTER INTO A CONTRACT TO PURCHASE A 2026 FORD F350 RC AND A 2026 FORD F250 RC FROM MONTROSE AUTO GROUP, AND DECLARING AN EMERGENCY.

**This is the 1st reading**

Mrs. Miller made a motion to suspend the 3 reading rule and adopt emergency language for Ordinance 2026-14. The motion was seconded. Upon Roll Call: **YEAS:** Rhoads, Eby, Gordon, Bartosch, Brilla Miller **NAYS:** None. Motion passes. Mr. Brilla made a motion to adopt Ordinance 2026-14. The motion was seconded. Upon Roll Call: **YEAS:** Rhoads, Eby, Gordon, Bartosch, Brilla Miller **NAYS:** None. Motion passes. Ordinance 2026-14 was adopted.

**ORDINANCE NO. 2026-15**

AN ORDINANCE OF THE VILLAGE OF SEVILLE, MEDINA COUNTY, OHIO AUTHORIZING THE CHIEF OF POLICE TO DONATE A 2016 FORD EXPLORER NO LONGER NEEDED FOR MUNICIPAL PURPOSES, AND DECLARING AN EMERGENCY.

**This is the 1st reading**

Mr. Eby made a motion to suspend the 3 reading rule and adopt emergency language for Ordinance 2026-15. The motion was seconded. Upon Roll Call: **YEAS:** Rhoads, Eby, Gordon, Bartosch, Brilla Miller **NAYS:** None. Motion passes. Mr. Gordon made a motion to adopt Ordinance 2026-15. The motion was seconded. Upon Roll Call: **YEAS:** Rhoads, Eby, Gordon, Bartosch, Brilla Miller **NAYS:** None. Motion passes. Ordinance 2026-15 was adopted.

**ORDINANCE NO. 2026-16**

AN ORDINANCE OF THE VILLAGE OF SEVILLE, MEDINA COUNTY, OHIO AUTHORIZING THE CHIEF OF POLICE TO ENTER INTO CONTRACTS WITH THE HIGHEST AND BEST BIDDER FOR THE SALE OF VILLAGE PROPERTY NO LONGER NEEDED FOR MUNICIPAL PURPOSES AND DECLARING AN EMERGENCY.

**This is the 1st reading**

Ms. Bartosch made a motion to suspend the 3 reading rule and adopt emergency language for Ordinance 2026-16. The motion was seconded. Upon Roll Call: **YEAS:** Rhoads, Eby, Gordon, Bartosch, Brilla Miller **NAYS:** None. Motion passes. Mrs. Miller made a motion to adopt Ordinance 2026-16. The motion was seconded. Upon Roll Call: **YEAS:** Rhoads, Eby, Gordon, Bartosch, Brilla Miller **NAYS:** None. Motion passes. Ordinance 2026-16 was adopted.

**ORDINANCE NO. 2026-17**

AN ORDINANCE OF THE VILLAGE OF SEVILLE, MEDINA COUNTY, OHIO, AMENDING THE VILLAGE OF SEVILLE'S SALARY AND BENEFITS CODE REESTABLISHING THE PAY RANGE FOR THE ZONING INSPECTOR OF THE VILLAGE, REPEALING ALL ORDINANCES IN CONFLICT HEREWITH, AND DECLARING AN EMERGENCY.

**This is the 1st reading**

Mrs. Rhoads made a motion to suspend the 3 reading rule and adopt emergency language for Ordinance 2026-17. The motion was seconded. Upon Roll Call: **YEAS:** Rhoads, Eby, Gordon, Bartosch, Brilla Miller **NAYS:** None. Motion passes. Mr. Brilla made a motion to adopt Ordinance 2026-17. The motion was seconded. Upon Roll Call: **YEAS:** Rhoads, Eby, Gordon, Bartosch, Brilla Miller **NAYS:** None. Motion passes. Ordinance 2026-17 was adopted.

**ORDINANCE NO. 2026-18**

AN ORDINANCE OF THE VILLAGE OF SEVILLE, MEDINA COUNTY, OHIO, REESTABLISHING THE CLOTHING ALLOWANCE FOR THE STREETS AND PARKS DEPARTMENTS EMPLOYEES, REPEALING ALL ORDINANCES IN CONFLICT HEREWITH, AND DECLARING AN EMERGENCY.

**This is the 1st reading**

Mrs. Miller made a motion to suspend the 3 reading rule and adopt emergency language for Ordinance 2026-18. The motion was seconded. Upon Roll Call: **YEAS:** Rhoads, Eby, Gordon, Bartosch, Brilla Miller **NAYS:** None. Motion passes. Mrs. Rhoads made a motion to adopt Ordinance 2026-18. The motion was seconded. Upon Roll Call: **YEAS:** Rhoads, Eby, Gordon, Bartosch, Brilla Miller **NAYS:** None. Motion passes. Ordinance 2026-18 was adopted.

**ORDINANCE NO. 2026-19**

AN ORDINANCE OF THE VILLAGE OF SEVILLE, MEDINA COUNTY, OHIO AMENDING THE RULES OF ORDER OF THE COUNCIL OF THE VILLAGE OF SEVILLE, AND THE RULES FOR GIVING NOTICE OF MEETINGS TO THE PUBLIC AND NEWS MEDIA AND DECLARING AN EMERGENCY.

**This is the 1st reading**

Mr. Gordon made a motion to suspend the 3 reading rule and adopt emergency language for Ordinance 2026-19. The motion was seconded. Upon Roll Call: **YEAS:** Rhoads, Eby, Gordon, Bartosch, Brilla Miller **NAYS:** None. Motion passes.

Ms. Bartosch made a motion to adopt Ordinance 2026-19. The motion was seconded. Upon Roll Call: **YEAS:** Rhoads, Eby, Gordon, Bartosch, Brilla Miller **NAYS:** None. Motion passes. Ordinance 2026-19 was adopted.

**ORDINANCE NO. 2026-20**

AN ORDINANCE OF THE VILLAGE OF SEVILLE, MEDINA COUNTY, OHIO AMENDING ORDINANCE 92-35 AS AMENDED, ESTABLISHING CERTAIN JOB DESCRIPTIONS FOR VILLAGE PERSONNEL IN ORDER TO CREATE THE JOB DESCRIPTION OF DEPUTY FISCAL OFFICER, AND DECLARING AN EMERGENCY.

**This is the 1st reading**

Mrs. Rhoads made a motion to suspend the 3 reading rule and adopt emergency language for Ordinance 2026-20. The motion was seconded. Upon Roll Call: **YEAS:** Rhoads, Eby, Gordon, Bartosch, Brilla Miller **NAYS:** None. Motion passes. Mr. Eby made a motion to adopt Ordinance 2026-20. The motion was seconded. Upon Roll Call: **YEAS:** Rhoads, Eby, Gordon, Bartosch, Brilla Miller **NAYS:** None. Motion passes. Ordinance 2026-20 was adopted.

**ORDINANCE NO. 2026-21**

AN ORDINANCE OF THE VILLAGE OF SEVILLE, MEDINA COUNTY, OHIO, AMENDING THE VILLAGE OF SEVILLE'S SALARY AND BENEFITS CODE ESTABLISHING THE PAY RANGE FOR THE DEPUTY FISCAL OFFICER OF THE VILLAGE, AND DECLARING AN EMERGENCY.

**This is the 1st reading**

Mrs. Miller made a motion to suspend the 3 reading rule and adopt emergency language for Ordinance 2026-21. The motion was seconded. Upon Roll Call: **YEAS:** Rhoads, Eby, Gordon, Bartosch, Brilla Miller **NAYS:** None. Motion passes. Mr. Brilla made a motion to adopt Ordinance 2026-21. The motion was seconded. Upon Roll Call: **YEAS:** Rhoads, Eby, Gordon, Bartosch, Brilla Miller **NAYS:** None. Motion passes. Ordinance 2026-21 was adopted.

**ORDINANCE NO. 2026-22**

AN ORDINANCE OF THE VILLAGE OF SEVILLE, MEDINA COUNTY, OHIO, AMENDING THE VILLAGE OF SEVILLE'S SALARY AND BENEFITS CODE REESTABLISHING THE PAY RANGE FOR THE ADMINISTRATIVE ASSISTANT OF THE VILLAGE, REPEALING ALL ORDINANCES IN CONFLICT HEREWITH, AND DECLARING AN EMERGENCY.

**This is the 1st reading**

Mr. Eby made a motion to suspend the 3 reading rule and adopt emergency language for Ordinance 2026-22. The motion was seconded. Upon Roll Call: **YEAS:** Rhoads, Eby, Gordon, Bartosch, Brilla Miller **NAYS:** None. Motion passes. Ms. Bartosch made a motion to adopt Ordinance 2026-22. The motion was seconded. Upon Roll Call: **YEAS:** Rhoads, Eby, Gordon, Bartosch, Brilla Miller **NAYS:** None. Motion passes. Ordinance 2026-22 was adopted.

**RESOLUTIONS UNDER CONSIDERATION**

**RESOLUTION NO. 2026-02**

A RESOLUTION OF THE VILLAGE OF SEVILLE, MEDINA COUNTY, OHIO AUTHORIZING THE MAYOR AND THE FISCAL OFFICER TO APPLY FOR A GRANT FROM THE 2026 COMMUNITY DEVELOPMENT BLOCK GRANT FROM MEDINA COUNTY.

**This is the 1st reading**

**RESOLUTION NO. 2026-04**

A RESOLUTION OF THE VILLAGE OF SEVILLE, MEDINA COUNTY, OHIO AUTHORIZING THE CHIEF OF POLICE TO APPLY FOR A GRANT FROM THE PUBLIC ENTITIES POOL GRANT PROGRAM, AND DECLARING AN EMERGENCY.

**This is the 1st reading**

Mr. Gordon made a motion to suspend the 3 reading rule and adopt emergency language for Resolution 2026-04. The motion was seconded. Upon Roll Call: **YEAS:** Rhoads, Eby, Gordon, Bartosch, Brilla Miller **NAYS:** None. Motion passes. Mrs. Miller made a motion to adopt Resolution 2026-04. The motion was seconded. Upon Roll Call: **YEAS:** Rhoads, Eby, Gordon, Bartosch, Brilla Miller **NAYS:** None. Motion passes. Resolution 2026-04 was adopted.

Pass		Table	Did Not Pass	In Process
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**NEW BUSINESS:** None

**OLD BUSINESS:**

- **44 West Main Street - appraisal and discussion**

There is somebody that is interested in buying the building for a print shop. He did a rough estimate on the repairs that would need to be made in order for it even to be sold as a home. Council needs to decide on a price they want to put it out for bid for. Mr. Lesiak did mention the way the lots are split up, the property line is directly down the middle of the driveway on the west side and we would need to do a lot split to include the driveway with the building.

Ms. Bartosch asked if we would need to rezone it if we decide to keep it or tear it down.

Mrs. Rhoads mentioned we have not discussed it since we have new council members. She feels it would be beneficial to discuss at a committee meeting to give them all the information regarding this building. It was agreed to add this to the Government Agenda for discussion.

- **Demo of Village buildings:**

Mr. Eby stated he spoke with Superintendent Manges regarding the building at 6 Spring Street and he is ready to tear it down. His crew will do all the work. There are some Administrative/Fiscal records there that we need to decide what to do with. The Administrative Assistant will go as soon as possible to see what all is there and decide where they can be stored until they can legally be destroyed.

Mr. Eby made a motion for Streets & Parks department to move forward with the demolition of the building at 6 Spring Street. The motion was seconded and carried. Motion passes.

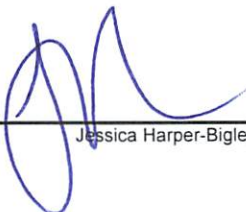
- **Building Maintenance**

Superintendent Manges spoke about clarification regarding building maintenance tasks. He is seeking clarification regarding his job description. He found two and they are both older but neither of them states he is in charge of building maintenance. They do state he oversees his Streets and parks facilities. As he looked at his whole department job descriptions, he saw that some of his maintenance positions do state they are to maintain all village buildings. He feels there has been some miscommunication regarding who should be doing what and who should be getting quotes for things. He also feels, if this falls under him, he would like his job description updated and he would like the building maintenance budget to be part of his budget. He would also like clarification on which buildings would fall under this umbrella of building maintenance. It was suggested to talk with all department heads. It was also suggested to prepare an updated job description and take it to the Streets & Parks Committee for review. It was also suggested to review all of his department job descriptions.

**PRIVILEGE OF THE FLOOR:** None

Ms. Bartosch made a motion to adjourn. The motion was seconded. The meeting was adjourned at 8:02pm.

X   
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Carol Carter, Mayor

X   
\_\_\_\_\_  
Jessica Harper-Bigley, Fiscal Officer