

Tammy Meyer
Mayor



VILLAGE OF MANTUA

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Rachel Sullivan
Zoning Inspector

Maryann Fabian
Fiscal Officer

William Mason
Village Solicitor

Processes Committee Meeting Minutes February 2nd, 2026 6:00 p.m.

Call to order 6:01 p.m.

Roll Call: Steve Thorn, Marty Fergus, Denise DiLellio

Others Present: Mayor Tammy Meyer

Citizens Present: No citizens present.

Approval of Minutes of January 5th:

- ❖ Denise asked for a motion for approval on January 5th Processes Committee Meeting minutes. Steve made the motion. Marty second. All ayes.

Chapters 4 and 5 of the employee handbook were looked at and revisions were made. The committee went section by section in-depth and made revisions. One of the topics discussed in depth was uniform allowance and what is considered uniform and what is operating and equipment. Other topics that were discussed were timecards, call ins, benefits, vacation time, holidays and leave of absence. The committee then went over the appendix revisions. The next meeting on March 2nd the committee decided they will go over chapters 6 and 7 of the handbook for revisions. Revisions for today's meeting will be given to Bill Mason.

Adjournment 7:13 p.m.

- ❖ Denise asked for a motion to adjourn the meeting. Marty made the motion to adjourn. Steve second. All ayes.