

Personnel Committee
February 5, 2015

Members Present

Chairman Heberling
Alderman Burtle
Alderman Koonce
Alderman Jones

Also Present

Mayor Brotherton
Cindy Brown
Dave Herpstreith
Alderman Budd
Alderman Walters
Alderman Dorchinecz
Mike Crews
Andy Goodall
Mark Jacoby
Shirley Sams
Chris Gunn
Paula Dunn

Chairman Heberling called the meeting to order at 6:00 p.m.

Summer/Seasonal Request

Summer Help Requests

The following is a list of requests from various departments for Summer/Seasonal employees for the 2015 summer season.

HBO	1 high school/college student
Water	3 high school/college with 1 additional help to file and prepare for water plant if needed
Street/Sewer	4 college students
Cemetery	5 total/Unique and/or college students
Lake	1 Lake Guard returning 1 Marina Clerk returning 2 high school/college students 2 Unique

Alderman Walters asked Human Resource Manager Cindy Brown what the wages will be for the new students and returning. Mrs. Brown informed the committee that the hourly wage for new students would be the minimum hourly rate for their age and fifty cents more for returning students.

Alderman Walters as well as other Aldermen asked about the ages and what those students at each age can actually do for the departments. Mrs. Brown informed the Committee that if a student is under the age of 17 they may not drive a motor vehicle on public roads as part of their job if that employment is subject to the FLSA laws, which we are. The younger students would benefit by helping those departments who need groundskeeping done such as mowing, painting, planting etc., while the older students would benefit from helping those departments who may need the driving skills.

Motion to by Alderman Koonce and seconded by Alderman Jones to recommend to the City Council the summer help requests as presented for each department and to advertise the positions. Motion carried 4-0.

Additional Replacement Officer for Police Department

Chief Herpstreith distributed a staffing outline to the Committee to explain the need for additional staffing for the Police Department. Officer Hennings will be retiring around May of 2015. Chief Herpstreith is requesting a replacement for this retirement. The Committee would like see an additional officer or two to be added to the budget as well.

Motion by Alderman Burtle and seconded by Alderman Koonce to recommend to the City Council to direct the Mayor to send a letter to the Board of Fire and Police Commissioners to hire a replacement officer as requested. Motion carried 4-0.

Any Other Matters

HR Brown briefly discussed a Sick leave donation policy that has been used in other municipalities and would like the Committee to review the distributed information to be ready to discuss at the next meeting in March.

Alderman Dorchinecz discussed an idea that he has had for years and would like to see it come to fruition. He sees a lot of employees out in the public realm and does not always know who they are. He would like the Committee to implement a picture board for each employee and the department they work for and display it at the City Hall. This would allow everyone to put a name with a face at the same time. Chairman Heberling would like to add this suggestion to the next agenda in March.

Adjournment

Motion by Alderman Jones and seconded by Alderman Burtle to adjourn. Motion carried 4-0. The meeting adjourned at 6:25 p.m.

Rob Heberling
Personnel Committee Chairman