

Personnel Committee

August 7, 2014

Members Present

Chairman Heberling
Alderman Burtle
Alderman Koonce
Alderman Jones

Also Present

Mayor Brotherton	Rick Bryan
Alderman Walters	Gary Jones
Alderman Budd	Cindy Brown
Treasurer Jacque Nation	Marlin Brune
Police Chief Dave Herpstreith	Mindy Durbin
Fire Chief Mike Crews	Tracy Bentley
Asst. Fire Chief Andy Goodall	Shirley Sams

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

Update and/or Create a Hiring Procedure

The Chairman discussed with the Committee the old hiring procedure and a proposed hiring procedure. After much discussion, each Alderman will read and present ideas to the Committee at the next Personnel meeting.

Bid and/or Advertise Office Level I for Treasurer's Department

Treasurer Jacque Nation discussed the need to Bid and/or Advertise the Office Level I position at the front desk. Due to a recent Bid Award, this position is vacant.

Motion by Alderman Koonce and seconded by Alderman Jones to recommend to the City Council to Bid and/or Advertise the Office Level I Position. Motion carried 4-0.

Bid and/or Advertise Office Level III for Police Department

Due to an upcoming retirement in this position, Chief Herpstreith discussed the need to Bid and/or Advertise the Office Level III position in the Police Department. Due to the needed training in this position, Chief Herpstreith is requesting that he or she be able to start thirty (30) days prior to the retirement date.

Motion by Alderman Jones and seconded by Alderman Burtle to recommend to the City Council to Bid and/or Advertise the Office Level III position in the Police Department and allow the replacement to begin thirty (30) days prior to the retirement date. Motion carried 4-0.

Bid and/or Advertise Deputy Treasurer Position

If and when a vacancy arises, Treasurer Nation would like to have the availability to Bid and/or Advertise the Deputy Treasurer position.

Motion by Alderman Burtle and seconded by Alderman Koonce to recommend to the City Council to Bid and/or Advertise the Deputy Treasurer position if and when the need arises. Motion carried 4-0.

Working Foreman Positon in the Street Department

Chairman Heberling discussed with the Committee the recent vacancy in the Street Department. After much discussion, the Committee would like to Bid the position only.

Motion by Alderman Jones to Bid the Working Foreman position. Alderman Burtle would like to add that we advertise if necessary.

Motion by Alderman Jones and seconded by Alderman Koonce to recommend to the City Council to Bid and/or Advertise the Working Foreman position in the Street Department. Motion carried 4-0.

Police Wage Opener

Chairman Heberling presented the Police Wage proposal to the Committee. After a few pleasant meetings with the Policemen's Benevolent Labor Committee, a two (2) year wage agreement was reached. Chairman Heberling is requesting a 4.2% increase up front to include the year 2014 and 2015.

Motion by Alderman Koonce and seconded by Alderman Burtle to recommend to the City Council to accept the proposed Police Wage Agreement. Motion carried 4-0.

Adjournment

Motion by Alderman Jones and seconded by Alderman Burtle to adjourn. Motion carried 4-0. The meeting adjourned at 7:25 p.m.

Rob Heberling, Chairman
Personnel Committee