

**City of Taylorville  
Personnel Committee Meeting  
January 6<sup>th</sup>, 2022**

**Members Present**

Chairman Driskell  
Alderman Brown  
Alderman Olive  
Alderman Skultety

**Also Present**

Mayor Barry  
Alderman Budd  
Alderman Wilson  
Alderman Bryant

Darrick McConnell  
Michael Wilmore  
Tammy Rogers  
Traci Bentley

Chairman Driskell called the meeting to order at 6:46 pm.

**Fire Captain Promotion Due to Retirement**

Fire Chief Adermann informed the committee that Nick Zeppin will be promoted to Fire Captain due to the retirement of Captain Ron Smith.

The Committee recessed at 6:49 pm to go into closed session and returned to open session at 7:42 pm.

**Any Other Matters**

N/A

**Adjournment**

Motion by Alderman Olive and seconded by Alderman Skultety to adjourn. Motion carried 4-0. The meeting adjourned at 7:44 pm.

  
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Kathy Driskell, Personnel Committee Chairman

**City of Taylorville  
Personnel Committee Meeting  
March 3, 2022**

Members Present

Chairman Driskell  
Alderman Brown  
Alderman Olive  
Alderman Skultety

Also Present

Mayor Barry  
Alderman Wilson  
Alderman Budd  
Alderman Bryant  
Clerk Lilly  
Treasurer Miles  
Chief Adermann  
Chief Wheeler

Superintendent Speagle  
Superintendent Tennant  
Superintendent Mann  
Deputy Chief Childers  
HBO Goodall  
HR Bentley  
Marlin Brune  
Crystal Nichols  
Derek McConnell  
Carol Endsly

Chairman Driskell called the meeting to order at 6:00 pm.

COVID-19 Policy

Chairman Driskell recommended to get rid of any COVID-19 policy and just refer to the current sick leave policy, if you're sick stay home. All Aldermen on the Committee agreed with the recommendation.

Motion by Alderman Skultety to recommend to the City Council to rescind any COVID Policy currently on the book and return to any normal sick leave policy.

Fire Chief Adermann suggested some type of policy to be on the books. He explained if the City does not have any type of Policy and any COVID related funds become available, the City would not be eligible to receive them.

Motion by Alderman Skultety and seconded by Alderman Brown to recommend to the City Council to approve the new COVID-19 Policy as follows: If you are sick with COVID-19 refer to the current Sick Leave Policy in the Employee Handbook and follow any current guidelines as updated by the CDC.  
Motion carried 4-0.

Non-Bargaining Employee Job Descriptions

Chairman Driskell would like to have updated job descriptions for all Non-Bargaining employees. It was requested that Human Resource Manager Bentley send current job descriptions to the Superintendents to be updated and if no current description can be found then one needs to be created.

Promotion of Crystal Nichols to Office Level II – City Clerk's Office

Clerk Lilly advised she would like to move Crystal Nichols up to an Office Level II due to the experience she has in the office.

Motion by Alderman Olive and seconded by Alderman Brown to recommend to the City Council to promote Crystal Nichols in the City Clerk's Office to an Office Level II. Motion carried 4-0.

Bid and/or Advertise Office Level I – City Clerk’s Office

Clerk Lilly advised this position is open due to the promotion of Tammy Rogers to Deputy Clerk. Motion by Alderman Brown and seconded by Alderman Skultety to recommend to the City Council to approve to bid and/or advertise an Office Level I position in the City Clerk’s Office. Motion carried 4-0.

Bid and/or Advertise Laborer Position – Street Department

Superintendent Mann explained this position is open due to an employee leaving the department.

Motion by Alderman Skultety and seconded by Alderman Brown to recommend to the City Council to approve to bid and/or advertise a Laborer position at the Street Department. Motion carried 4-0.

Bid and/or Advertise Working Foreman Position – Water Treatment Plant

Superintendent Speagle advised with Foreman Brune being sworn in on Monday March 7, 2022 he would like to get the process started to have his position filled.

Motion by Alderman Skultety and seconded by Alderman Olive to recommend to the City Council to approve to bid and/or advertise the Working Foreman position at the Water Treatment Plant. Motion carried 4-0.

Deputy Treasurer Job Description

Treasurer Miles had previously sent out an email to all Council members explaining the importance of having a Deputy Treasurer. Alderman Bryant questioned if this position is really needed as the City has gone without one for many years and things have still been getting done. Clerk Lilly advised the City Treasurer’s job includes a tremendous amount of work and was getting done because the Treasurer was working nights and weekends. Also a Deputy Treasurer is needed to be a second set of eyes on all the bank accounts.

The current job description for the Deputy Treasurer has duties relating to the Water Collection Office. Now that the Treasurer is out of that department the Treasurer would like to change this to the Deputy Treasurer being a backup for the Human Resource Manager. Alderman Budd advised that the Job Description will need to be agreed upon with the Union.

Bid and/or Advertise Deputy Treasurer Position

Human Resource Manager Bentley questioned if the bid notice could wait to be out until after office space was figured out as it may stop employees from bidding as there is no office at this time. Alderman Olive explained three contractors have checked the building and will be getting him quotes before the next Public Facilities meeting. The suggested area for the office to be built is in the vault behind the Treasurer’s Office.

Motion by Alderman Olive and seconded by Alderman Skultety to recommend to the City Council to approve to bid and/or advertise the Deputy Treasurer position, with the intent of the Deputy Treasurers office to be attached to the Treasurers Office. Motion carried 4-0.

Summer/Seasonal Help

Motion by Alderman Skultety and seconded by Alderman Olive to recommend to the City Council to approve to hire 23 Summer/Seasonal help employees with a breakdown as follows:

- Street department request 6 Summer/Seasonal
- HBO request 1 Summer/Seasonal

- Lake Department request 6 total, 5 Summer/Seasonal and 1 staff quick
- Water Department request 4 Summer/Seasonal and
- Cemetery request a total of 6 4 Summer/Seasonal and 2 staff quick.

Motion carried 4-0.

Any Other Matters

HBO Goodall believes his current pay has been calculated incorrectly. The HBO salary is 105% above the Working Foreman's salary. He was approved a 2% raise at his evaluation and a 10% raise for taking on the Airport Manager position. HBO Goodall advised these increases were approved separately but given to him together. With his increases his salary is now 117% above the Working Foreman. When the new rate was calculated it was done at a flat rate of 117% not 2% then 10%. This is a difference of \$15.78 per pay and \$410.28 annually. HBO Goodall was advised this would be added to the next Personnel Committee.

Adjournment

Motion by Alderman Olive and seconded by Alderman Skultety to adjourn. Motion carried 4-0. The meeting adjourned at 6:48pm.



Kathy Driskell, Personnel Committee Chairman

**City of Taylorville  
Personnel Committee Meeting  
April 7, 2022**

Members Present

Chairman Driskell  
Alderman Skultety  
Alderman Olive

Also Present

Mayor Barry  
Alderman Dorchinecz  
Alderman Budd  
Alderman Wilson  
Fire Chief Adermann  
Police Chief Wheeler

Deputy Chief Childers  
Superintendent Mann  
Treasurer Miles  
HR Bentley  
Tim Brown  
Tim McArdle

Members Absent

Alderman Bryant

Chairman Driskell called the meeting to order at 6:39 pm.

Promotion of Jaclyn McConnell to Office Level II – Water Collection Office

Water Office Manager Hamell advised Jaclyn McConnell has been in her Office for one year and has been cross trained in billing. Jaclyn is currently an Office Level I and Manager Hamell believes she deserves to be moved up to an Office Level II. Alderman Skultety stated he is not against this however multiple departments have wanted to give promotions and at some point this will need to stop. Alderman Olive believes employees should have a chance to advance and move up.

Motion by Alderman Olive and seconded by Alderman Skultety to recommend to the City Council to approve the promotion of Jaclyn McConnell in the Water Office to an Office Level II. Motion carried 3-0.

Bid and/or Advertise Third Shift Water Plant Operator

Motion by Alderman Skultety and seconded by Alderman Olive to recommend to the City Council to approve to bid and/or advertise a Third Shift Water Plant Operator at the Water Treatment Plant. Motion carried 3-0.

Bid and/or Advertise Water Plant Crew Leader

Motion by Alderman Skultety and seconded by Alderman Olive to recommend to the City Council to approve to bid and/or advertise a Crew Leader at the Water Treatment Plant. Motion carried 3-0.

Bid and/or Advertise Full-Time Police Dispatcher

Motion by Alderman Skultety and seconded by Alderman Olive to recommend to the City Council to approve to bid and/or advertise a Full-Time Police Dispatcher. Motion carried 3-0.

Hiring of (1) Police Officer

Chief Wheeler explained that the Police Department will need to hire a replacement for Officer Thomas who is retiring this summer.

Motion by Alderman Olive and seconded by Alderman Skultety to recommend to the City Council to approve to hire (1) Police Officer for the Taylorville Police Department. Motion carried 3-0.

Hiring of (1) Firefighter

Chief Adermann informed the Committee that Firefighter Phillips has turned in his resignation effective Monday April 11, 2022. The Fire Department will need a replacement Firefighter.

Motion by Alderman Olive and seconded by Alderman Skultety to recommend to the City Council to approve to hire (1) Firefighter for the Taylorville Fire Department.

Any Other Matters

Chief Adermann advised the Committee when a new Firefighter is hired, a 6 month evaluation is done. Chief Adermann would like to do the same with Assistant Chief Hackney and would like to give him a raise with the evaluation since he was unable to receive a raise when evaluations were done last year. After a lengthy discussion among the Committee Chief Adermann was advised to bring this back to Personnel next month.

Adjournment

Motion by Alderman Skultety and seconded by Alderman Olive to adjourn. Motion carried 3-0. The meeting adjourned at 7:19pm.

  
Kathy Driskell, Personnel Committee Chairman

**City of Taylorville  
Personnel Committee Meeting  
May 5, 2022**

Members Present

Chairman Driskell  
Alderman Skultety  
Alderman Bryant

Members Absent

Alderman Olive

Also Present

Alderman Wilson  
Alderman Dorchinecz  
Alderman Budd  
Fire Chief Adermann  
Police Chief Wheeler  
Deputy Chief Childers

Superintendent Brune  
Treasurer Miles  
Crystal Nichols  
HR Bentley  
Aria Stockon

Chairman Driskell called the meeting to order at 6:00 pm.

Secondary Employment Contract

Police Chief Wheeler advised Allied Services has been advertising for off duty Police Officers to do security jobs. They are currently looking for a security officer for a community meeting that will pay \$40 an hour. According to the Police Contract, an Officer can work as a security officer off duty if the employer signs an indemnification agreement. Chief Wheeler has no issues with any of the Officers in the Department doing these jobs, as long as the rules and stipulations from the contract are followed.

Officer Retention Plan

Chief Wheeler informed the Committee that morale is good in the Police Department, however at the next contract negotiations he believes pay is going to be an issue. According to the IML, the average Police Officer salary in the state of Illinois is \$71,000. Alderman Bryant stated now is the time to make increases to keep retention.

Promotion of Officer to Sergeant

With Sergeant Mills accepting the SRO position, this will leave an opening for a Sergeant. Officer Alwerdt is next in line to become Sergeant. This will be an internal promotion.

Bid and/or Advertise Heavy Equipment Operator B – Water Treatment Plant

Motion by Alderman Skultety and seconded by Alderman Bryant to recommend to the City Council to approve to bid and/or advertise a Heavy Equipment Operator B at the Water Treatment Plant. Motion carried 3-0.

Adjournment

Motion by Alderman Bryant and seconded by Alderman Skultety to adjourn. Motion carried 3-0. The meeting adjourned at 6:24 pm.

  
Kathy Driskell, Personnel Committee Chairman

**City of Taylorville  
Personnel Committee Meeting  
June 2, 2022**

Members Present

Chairman Bryant  
Alderman Skultety  
Alderman Olive

Also Present

Mayor Barry  
Alderman Dorchinecz  
Alderman Wilson  
Alderman Brown  
Fire Chief Adermann  
Police Chief Wheeler  
Deputy Chief Childers  
Treasurer Miles

HR Bentley  
HBO Goodall  
Superintendent Mann  
Marshall Call  
Cody Rogers  
Nick Zepin  
Daniel Tatge  
Christian Nelson  
Derek McConnell

Members Absent

Alderman Driskell

Acting Chairman Bryant called the meeting to order at 6:20 pm.

Personnel Promotion – Street Department

Superintendent Mann explained that most of the equipment that is used at the Street Department is heavy equipment. Laborers and Equipment Operators are unable to operate these. There are three current employees who are qualified and have the proper licenses. Superintended Mann would like to promote Mark Borgic, Corey Waller and Damon Moore to Heavy Equipment Operator B.

Motion by Alderman Skultety and seconded by Alderman Olive to recommend to the City Council to approve the promotion of Mark Borgic, Corey Waller and Damon Moore in the Street Department to Heavy Equipment Operator B. Motion carried 3-0.

Police and Fire Administration Salaries

Fire Chief Adermann explained that Assistant Chief Hackney has decided to step down and go back on shift. Cody Rogers is the only other one qualified to do the job and he will not accept it with the current salary as he can work 6 shifts and make more than the Chief makes now. It was agreed upon with the Committee that there are issues with the current salary gaps between Union employees and Management and this needs to be addressed and corrected. Alderman Dorchinecz checked the average salaries for Police and Fire Chiefs in Illinois online and it shows the average pay for a Fire Chief in Illinois is \$84,411.00 and \$116,000.00 for a Police Chief. Alderman Dorchinecz suggests the Committee to do more research and bring our people up to the average.

Motion by Alderman Skultety and seconded by Alderman Olive to recommend to the City Council to forward the Police and Fire Administration Salaries to the Finance Committee. Motion carried 3-0.

Non-Bargaining Salary Calculations

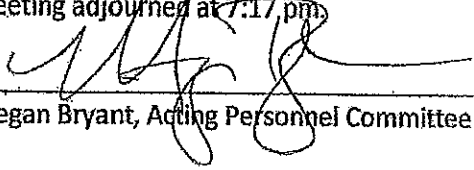
Acting Chairman Bryant would like to do away with the percentage scale and rewrite the current Non-Bargaining Ordinance. By redoing this, the City can ensure there are incentives for current employees to work towards management and to keep the pay gaps open. Alderman Dorchinecz recommends developing a salary range for each Superintendent.



Motion by Alderman Skultety and seconded by Alderman Olive to recommend to the City Council to forward the Non-Bargaining Salary Calculations to the Ordinance Committee. Motion carried 3-0.

Adjournment

Motion by Alderman Skultety and seconded by Alderman Olive to adjourn. Motion carried 3-0. The meeting adjourned at 7:17 pm.

  
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Megan Bryant, Acting Personnel Committee Chairman

**City of Taylorville  
Personnel Committee Meeting  
July 7, 2022**

Members Present

Chairman Driskell  
Alderman Skultety  
Alderman Bryant  
Alderman Olive

Also Present

Mayor Barry  
Alderman Wilson  
Chief Adermann  
Chief Wheeler  
Deputy Chief Childers  
Treasurer Miles

HR Bentley  
Cody Rogers  
Matt Phillips  
Dylan Goldsmith  
Kaylee Jones  
Jim Altman

Chairman Driskell called the meeting to order at 6:00 pm.

Approval to Hire One Lateral Police Officer

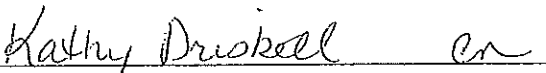
Motion by Alderman Skultety and seconded by Alderman Bryant to recommend to the City Council to approve the hiring of a Lateral Police Officer. Motion carried 4-0.

Any Other Matters

Alderman Skultety presented a MOU that he would like the City to offer to the Firefighters Local 3144. This MOU would be removing the following wording in Section 8.02, "All employees shall start out on the Schedule B payroll and starting the second (2) year of employment shall be raised up to the Schedule A rate.", and be replaced with "All employees shall start out on the Schedule A Payroll." Alderman Skultety requested Mayor Barry to place this on the July 18, 2022 City Council Agenda.

Adjournment

Motion by Alderman Skultety and seconded by Alderman Bryant to adjourn. Motion carried 4-0. The meeting adjourned at 6:09 pm.

  
Kathy Driskell, Personnel Committee Chairman

**City of Taylorville**  
**Personnel Committee Meeting**  
**August 4, 2022**

Members Present

Chairman Driskell  
Alderman Skultety  
Alderman Olive

Members Absent

Alderman Bryant

Also Present

Mayor Barry	Rose Blackburn
Alderman Wilson	Marty Sanders
Alderman Budd	Derek McConnell
Chief Adermann	Jaclyn McConnell
Deputy Chief Childers	Tim Brown
Superintendent Mann	Damon Moore
HR Bentley	Corey Waller
Treasurer Miles	Tim McArdle

Chairman Driskell called the meeting to order at 6:41 pm.

Janitorial Position – Municipal Building

Union President Derek McConnell informed the Committee that the Laborer position for the Municipal Building had always been filled until about 3 years ago. Currently a Laborer from the Street Department is being allowed 2 hours a day to clean City Hall. There have been several complaints that City Hall is not as clean as it should be. Mr. McConnell presented a checklist of duties for the Laborer that was written in 1999. This checklist included daily, monthly and as needed duties. It was agreed upon by the Committee that this position does need to be filled but it was questioned if it needed to be a full time job. It was decided that Mr. McConnell and Alderman Olive set a meeting and modify the job duties and bring this back to Committee.

Bid and /or advertise Part Time Dispatcher – Police Department

Deputy Chief Childers advised the department is trying to get back to a full staff of 5 full time and 1 part time dispatchers.

Motion by Alderman Olive and seconded by Alderman Skultety to recommend to the City Council to bid and/or advertise a Part Time Dispatcher for the Taylorville Police Department. Motion carried 3-0.

Bid for Lead Dispatcher – Police Department

Deputy Chief Childers advised this position was not filled when the last lead dispatcher left. Dispatcher Boarders is currently temporarily assigned as lead dispatcher.

Motion by Alderman Olive and seconded by Alderman Skultety to recommend to the City Council to bid and/or advertise the Lead Dispatcher for the Taylorville Police Department. Motion carried 3-0.

Any Other Matters

Fire Chief Adermann met with the Board of Fire and Police Committee in reference to filling the Assistant Fire Chief position. The only candidate is Cody Rogers and he has already completed all the testing.

Adjournment

Motion by Alderman Olive and seconded by Alderman Skultety to adjourn. Motion carried 3-0. The meeting adjourned at 7:04 pm.



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Kathy Driskell, Personnel Committee Chairman

**City of Taylorville  
Personnel Committee Meeting  
September 1, 2022**

Members Present

Chairman Driskell  
Alderman Skultety  
Alderman Olive  
Alderman Bryant

Also Present

Mayor Barry  
Alderman Wilson  
Alderman Brown  
Chief Adermann  
Superintendent Mann  
HBO Goodall  
Chief Wheeler  
Treasurer Miles

Rose Blackburn  
Marty Sanders  
Derek McConnell  
Damon Moore  
Corey Waller  
Vic & Amy Hackler  
Crystal Nichols  
HR Bentley

Chairman Driskell called the meeting to order at 6:00 pm.

Discuss Laborer Position – Municipal Building

AFSCME Union President Derek McConnell expressed the need to have a full time laborer at the Municipal Building and distributed a detailed list of job duties. Chairman Driskell believes there is a need to fill the position but does not think full time is needed. Alderman Olive agreed, while Alderman Bryant and Alderman Skultety are in favor of having a full time laborer and believe there is enough work to justify this.

Motion by Alderman Skultety and seconded by Alderman Bryant to recommend to the City Council to fill the full time Laborer at the Municipal Building. Motion tied 2-2. Chairman Driskell advised to send this to full Council for everyone to vote.

Any Other Matters

Mayor Barry explained of an IDNR Grant that is available for updates to the Lake Taylorville Marina area. The grant application is due by September 30<sup>th</sup>, 2022. Mayor Barry provided an estimate from Benton & Associates in the total of \$1,200,000.00, that included a kayak launch, ADA fishing pier, walking path, ADA beach access, retaining wall, ADA parking, disc golf, basketball and pickleball, ADA pavilion and parking and bath house updates. These are just ideas, and changes can be made. There is no minimum amount to spend for the grant. Mayor Barry requested each Alderman contact him with input on what to keep on the estimate. This is a 50/50 grant.

Adjournment

Motion by Alderman Bryant and seconded by Alderman Olive to adjourn. Motion carried 4-0. The meeting adjourned at 6:16 pm.

  
Kathy Driskell, Personnel Committee Chairman

**City of Taylorville  
Personnel Committee Meeting  
October 6, 2022**

Members Present

Chairman Driskell  
Alderman Skultety  
Alderman Olive  
Alderman Bryant

Also Present

Mayor Barry  
Alderman Wilson  
Alderman Brown  
Chief Adermann  
Deputy Chief Childers  
Treasurer Miles  
HR Bentley

Andrew Borders  
Kayleigh Boston  
Heather Obil  
Gabrielle Merrimann  
Crystal Nichols

Chairman Driskell called the meeting to order at 6:18 pm.

Salary Raises – Police Dispatchers

Kayleigh Boston addressed the Committee on behalf of the Dispatchers. Dispatcher Boston explained the Department had recently gone through some staffing issues leaving the Dispatchers to work 60 plus hour weeks. There is also a lot of legal responsibility and requirements as a Dispatcher. Currently the Christian County Sheriff's Department is offering a higher pay and some of the City Dispatchers have considered applying there because of the income difference. Chairman Driskell explained that things need to go through the proper channels and raises could be discussed during negotiations. Chairman Driskell and Alderman Bryant expressed how much they appreciate the work and dedication the Dispatchers have for the City.

Hire Replacement Firefighter

Chief Adermann advised the Committee that Firefighter Wamsley is planning to retire at the beginning of the year and he would like to get the process started to hire a replacement.

Motion by Alderman Bryant and seconded by Alderman Olive to recommend to the City Council to approve to hire one Firefighter for the Taylorville Fire Department. Motion carried 4-0.

Adjournment

Motion by Alderman Bryant and seconded by Alderman Olive to adjourn. Motion carried 4-0. The meeting adjourned at 6:24 pm.

  
Kathy Driskell, Personnel Committee Chairman