

**City of Taylorville
Personnel Committee Meeting
November 9, 2020**

Members Present

Chairman Lee Lanzotti
Alderman Kathy Driskell
Alderman Jim Olive
Alderman Megan Bryant

Also Present

Mayor Bruce Barry	Alderman Larry Budd
HR Andrea Conrath	Kellie Hamell
Fire Chief Matt Adermann	Supt Mike Mann
City Clerk Julie Lilly	Lucia Fox
Deputy Chief Vincent Childers	Alderman Dorchinez

Chairman Lanzotti called the meeting to order at 5:59 pm.

Bid and/or Advertise One(1) Heavy Equipment Operator Position, One(1) Equipment Operator Position, and One(1) Laborer Position in the Sewer Department

Chairman Lanzotti explained that the Street/Sewer Department is short on employees. Street/Sewer Superintendent Mike Mann told the Chairman that he has ran into a shortage of employees for different work projects. Mayor Barry stated that there have only been two employees in the Sewer Department since he has been in office the last three and half years. Mayor Barry stated that he didn't believe the City can fulfill three Sewer Department employees, but is possibly open to adding two additional employees to the Street Department. Alderman Driskell asked if additional employees were added to the Street/Sewer Department that it could be possibly budgeted for the May 2021 Budget. Alderman Driskell said if that is possible, she would be okay with filling one to two positions in the Street/Sewer Department to fill the vacancies. Alderman Ernie Dorchinez suggested working with the current staff we have for the time-being. Alderman Dorchinez asked how many sewers were dug up per year. Street/Sewer Superintendent Mike Mann answered that they have dug up five sewers this year. Street/Sewer Superintendent mentioned that if the new ordinance passes then the Department will be digging up more sewers than they have been. Alderman Dorchinez then asked how many sewer taps were dug up per year. Street/Sewer Superintendent Mann answered that they have dug up two so far this year. Street/Sewer Superintendent Mann stated that the Department lost one employee, Travis Ostermeier, due to the employee bidding out of the Department so it should be in the budget to fill that vacancy. It was decided unanimously amongst the Committee to table these positions until the Pre-Budget meeting for next year's budget.

Bid and/or Advertise One(1) Plant Operator 1 Position in the Water Department

Water Billing Office Manager Kellie Hamell explained that they have an employee, Mark Durham, in the Department that is set to retire towards the end of this year or early next year. Kellie Hamell explained the need in the Water Department is to transition Durham's position into a Plant Operator 1 at the Water Plant instead of a position in the Water Billing Office.

Motion by Alderman Bryant and seconded by Alderman Driskell to recommend to the City Council to bid and/or advertise one (1) Plant Operator 1 position for the Water Department. Motion carried 4-0.

Heavy Equipment Operator Promotion in the Water Department

Mayor Barry stated that the Water Superintendent would like to promote a deserving employee to a Heavy Equipment Operator.

Motion by Alderman Bryant and seconded by Alderman Driskell to recommend to the City Council to promote Derek McConnell to a Heavy Equipment Operator in the Water Department. Motion carried 4-0.

Office Level III Promotion in the Water Collection Office

Water Billing Office Manager Kellie Hamell recommended Lucia Fox to do payroll to help assist the Treasurer. Kellie Hamell requested to promote Lucia Fox to Office Level III with this extra job duty added. Kellie Hamell stated that Lucia is an excellent employee who has at least ten years experience doing payroll. Kellie Hamell stated that Lucia would be the back-up for the Treasurer and expects it would take her three to four payroll cycles to train. City Clerk Julie Lilly mentioned that there are several trained and qualified employees in City Hall currently. Lucia Fox stated that she feels she would be a great back-up to the Treasurer for Payroll. Alderman Larry Budd suggested asking the City's Labor Attorney about a Memorandum of Understanding to see what legally can be done to fill this need within the City.

Office Level II Promotion in the City Clerk's Office

City Clerk Julie Lilly stated that Tammy Rogers is a great employee who started as a Dispatcher and later took a position in the Water Billing Office, which was a cut in pay for her. The City Clerk stated that Tammy is very deserving of this promotion and she would like to see her move to an Office Level II.

Motion by Alderman Driskell and seconded by Alderman Bryant to recommend to the City Council to promote Tammy Rogers to an Office Level II in the City Clerk's Office. Motion carried 4-0.

Any Other Matters

Mayor Barry mentioned that the Heavy Equipment Operator B position in the Cemetery Department will be added to the next Council Meeting Agenda. The Cemetery had an employee apply for a promotion and that will leave one position vacant. The Cemetery needs at least two employees to operate and there was not time to get this position added to this Personnel Committee Meeting Agenda.

Adjournment

Motion by Alderman Olive and seconded by Alderman Driskell to adjourn. Motion carried 4-0. The meeting adjourned at 6:50pm.



Lee Lanzotti

Personnel Committee Chairman