

Personnel Committee
January 7, 2016

Members Present

Chairman Heberling
Alderman Burtle
Alderman Jones
Alderman Moore

Also Present

Alderman Budd
Alderman Walters
Alderman Vota
Greg Brotherton
Rick Bryan
Cindy Brown
Owen Lasswell

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

Policemen's Benevolent Labor Committee Grievance Step 2

The grievance had previously been settled but Chairman Heberling wanted to use the backdrop of the grievance to clarify a past precedent. A proposal was distributed to clarify future action. Police Union President, Rick Bryan, requested on behalf of the PBLC to issue a separate check for the Firearm Training Stipend to each member due in July and to issue a separate check to PBLC members receiving any reimbursements/sell backs each year.

After discussion and with agreement on the two (2) points listed on the proposal, a motion was made by Alderman Burtle and seconded by Alderman Jones to recommend to the City Council that 1) the City agrees to issue separate checks for the Firearm Training Stipend which is due at the end of the first non-payroll week in July, and 2) the union agrees that the request for separate reimbursement/buy backs will be addressed during the upcoming negotiations for the Contract expiring in July 2016. The Mayor and the PBLC Police Union President signed the proposal. Motion carried 4-0.

Bid and/or Advertise Full Time Police Dispatcher

Police Chief Herpstreith is requesting to Bid and/or Advertise the Full Time Police Dispatcher position at the Police Department due to a recent resignation.

Motion by Alderman Moore and seconded by Alderman Burtle to recommend to the City Council to Bid and/or Advertise the Full Time Police Dispatcher position in the Police Department. Motion carried 4-0.

Hire Part Time Police Dispatcher

Police Chief Herpstreith explained that his Part Time Dispatcher recently was awarded a bid in the Water Collection Department. Due to the move, it has left a vacancy in the Police Dispatching position. Chief Herpstreith would like to hire a Part Time Dispatcher to fill this vacancy.

Motion by Alderman Jones and seconded by Alderman Burtle to recommend to the City Council to allow Police Chief Herpstreith to fill the Part Time Dispatcher vacancy. Motion carried 4-0.

Bid and/or Advertise Full Time Heavy Equipment Operator

The Cemetery Department would like permission to bid and/or advertise a Heavy Equipment Operator position if a current opening is filled due to a retirement in February.

Motion by Alderman Burtle and seconded by Alderman Jones to recommend to the City Council to allow Superintendent Newberry to bid and/or advertise for a Heavy Equipment Operator in the Cemetery Department if the need arises. Motion carried 4-0.

Non-Bargaining Salary and Review

Mayor Brotherton discussed with the Committee the need to evaluate each Superintendent and to allow each Alderman to meet with the individual to evaluate and be ready to review at the next Personnel Committee Meeting in February.

Adjournment

Motion by Alderman Moore and seconded by Alderman Burtle to adjourn. Motion carried 4-0. The meeting adjourned at 6:28 p.m.

Rob Heberling, Personnel Committee Chairman

Personnel Committee
February 4, 2016

Members Present

Chairman Heberling
Alderman Burtle
Alderman Jones
Alderman Moore

Also Present

Alderman Budd
Alderman Walters
Gary McNeely
Greg Brotherton
Dan McNeely
Jared Blaudow
Cindy Brown

Chairman Heberling called the meeting to order at 7:10 p.m.

Dimond Brothers LLC

Mr. Gary McNeely introduced Jared Blaudow as his health insurance consultant who has been hired to work with Dimond Brothers. Dimond Brothers has over thirty two locations in which they offer their brokerage services to those companies who offer health insurance benefits to their employees. Mr. Blaudow explained to the Committee their professional customer service and product knowledge which they believe would be of great value to the needs of the City of Taylorville employees. The Committee would like to bring this information before the Council in the next couple of weeks for a motion.

Reduction of Summer Help for 2016

As this time of year approaches, there is a need for summer student helpers. With that said, due to the economy and not knowing what the future finances will hold, Human Resource Manager Brown would like to suggest the Superintendents be frugal in deciding how many students are needed this year. Several Aldermen do not want to see the summer help cut in any way as this is one way the students can learn and help the City. The Aldermen would like to have the summer requests from the Superintendents for the next meeting in March.

CDL Training

Mayor Brotherton discussed with the Committee that he would like to look at the possibility of offering a program that can help furnish CDL training for those qualified employees to receive a CDL license as to allow more productivity for the City. The mayor would like to recommend the superintendents budget money for this training purpose. The Aldermen discussed it would be prudent to create a policy that allows for training similar to policies which help the employee however, the employee would be required to stay with the employer up to four years or pay the City back for the training they received. Chairman Heberling would like the Human resource Manager Brown to create a policy draft that will be ready to review at the next meeting in March.

Full Time Police Officer Position

Chief Herpstreith requests permission to hire a full time Police Officer in the Police Department due to a recent retirement.

Motion by Alderman Burtle and seconded by Alderman Jones to recommend to the City Council to direct the mayor to write a letter of request to the Board of Fire and Police Commission to replace the vacancy in the Police Department.

Motion carried 4-0.

Full Time Police Officer Position

Chief Herpstreith explained to the Committee that there is a possibility of one of his officers leaving the department. He would like permission if the need arises, to replace this officer.

Motion by Alderman Jones and seconded by Alderman Moore to recommend to the Council to direct the mayor to send a letter to the Board of Fire and Police Commission to replace this position if the need arises.

Motion carried 4-0

Motion by Alderman Jones and seconded by Alderman Moore to go into Closed Session pursuant to 5 ILCS 120/2 (c) (1) & (2) to consider appointment, employment, and/or compensation of the non-bargaining employees and to discuss Arbitration filed by AFSCME Local 3349 on behalf of Brad Morgason and to include during all or any part of such Closed Session Mayor Brotherton, all Aldermen in attendance and Human Resource Manager Cindy Brown.

Roll Call- Chairman Heberling, Alderman Burtle, Jones and Moore voted YEA. Chairman Heberling announced the motion carried.

The Personnel Committee moved into Closed Session at 8:36 p.m.

Human Resource Manager Cindy Brown left the meeting at 8:41 p.m.

Motion by Alderman Jones and seconded by Alderman Burtle to go out of Closed Session at 9:20 p.m.

Roll Call- Chairman Heberling, Alderman Burtle, Jones and Moore voted YEA. Chairman Heberling announced the motion carried.

Motion by Alderman Jones and seconded by Alderman Heberling to accept the proposed non-bargaining salaries as presented. In favor were Alderman Jones, Heberling and Burtle. Opposed was Alderman Moore. Motion Passed 3-1.

Adjournment

Motion by Alderman Burtle and seconded by Alderman Jones to adjourn.

Motion carried 4-0. The meeting adjourned at 9:30 p.m.

Rob Heberling, Personnel Committee Chairman

Personnel Committee
March 3, 2016

Members Present

Chairman Heberling
Alderman Jones
Alderman Moore

Absent

Alderman Burtle

Also Present

Alderman Budd
Alderman Walters
Alderman Vota
Mayor Greg Brotherton
Dave Herpstreith
Dave Speagle
Jacque Nation
Luke McLeod
Mike Crews
Andy Goodall
Matthew Adermann
Owen Lasswell
Cindy Brown

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

Bid and/or Advertise Heavy Equipment Operator for Street Department

Due to a recent retirement, Superintendent Wiseman requests to Bid and/or Advertise for a Heavy Equipment Operator in the Street Department.

Motion by Alderman Jones and seconded by Alderman Moore to recommend to the City Council to Bid and/or Advertise for a Heavy Equipment Operator in the Street Department.

Motion carried 3-0.

Bid and/or Advertise Working Foreman in the Street Department

Due to a recent bid award, Superintendent Wiseman requests to Bid and/or Advertise for a Working Foreman position in the Street Department.

Motion by Alderman Moore and seconded by Alderman Jones to recommend to the City Council to Bid and/or Advertise a Working Foreman position in the Street Department.

Motion carried 3-0.

Bid and/or Advertise Office Level I position in the Treasurer Office

Due to a recent transfer, Treasurer Nation requests to Bid and/or Advertise an Office Level I position in the Treasurer's Office.

Motion by Alderman Jones and seconded by Alderman Moore to recommend to the City Council to Bid and/or Advertise an Office Level I position in the Treasurer Office.

Motion carried 3-0.

Bid and/or Advertise Crew Leader position in the Water Department

Superintendent Speagle requests to Bid and/or Advertise for a Crew Leader position in the Water Department due to a possible resignation.

Motion by Alderman Moore and seconded by Alderman Jones to recommend to the City Council to Bid and/or Advertise a Crew Leader position pending a resignation letter from the employee. Motion carried 3-0.

Summer Help Requests

The following is a list of requests from various departments for Summer/Seasonal employees for the 2016 summer season.

- HBO** 1 high school/college student employee

- Water** 3 high school/college students

- Street/Sewer** 6 high school/college students

- Cemetery** 5 total/Unique and/or high school/college students

- Lake** 2 high school/college student
 1 Marina Clerk returning
 1 Lake Guard returning

Motion to approve by Alderman Moore 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 3-0.

CDL Training Reimbursement Agreement

Chairman Heberling recently distributed the CDL Training Reimbursement Agreement draft for the Aldermen to review. After much discussion, there will be some verbiage changes and the agreement will be redistributed at the next meeting in April.

Sick Leave Donation Program

Mayor Brotherton would like the Committee to think about the City donating a one- time 30 day allowance to jump start this program. As there are upcoming needs from employees, this allows for the employees to start utilizing the program. The employee who has a need for this program will have to request an application and upon review they will be given a response to the request.

Motion by Alderman Moore and seconded by Alderman Jones to recommend to the City Council a one-time 30 day donation from the City. Motion carried 3-0.

Any Other Matters

Chief Crews presented a request to ask permission to sign an MOU allowing an employee an extension to complete a training class as he will be on a military training session while Paramedic class is in session. Chairman Heberling asked him to give copies to the Aldermen to review. If someone is on a military assignment he believes we have to allow them to go and we should not have an issue taking care of this for him.

Adjournment

Motion by Alderman Jones and seconded by Alderman Moore to adjourn.
Motion carried 3-0. The meeting adjourned at 7:05 p.m.

Rob Heberling, Personnel Committee Chairman

Personnel Committee
April 7, 2016

Members Present

Chairman Heberling
Alderman Burtle
Alderman Moore

Absent

Alderman Jones

Also Present

Alderman Budd
Alderman Walters
Alderman Vota
Mayor Greg Brotherton
Luke McLeod
Cindy Brown

Chairman Heberling called the meeting to order at 8:22 p.m.

CDL Reimbursement Policy

An updated draft was distributed to the Committee and discussion pertaining to how the City would like to have the opportunity to invest in existing employees to allow them to gain skills in order to benefit the City and themselves in a rewarding career. The Committee discussed changes to the reimbursement program and will be given a final copy after changes are finalized.

Motion to approve by Alderman Moore and seconded by Alderman Burtle to recommend to the City Council the updated CDL Reimbursement Policy pending the verbiage change to include repayment of court costs to the City should an employee not fulfill its contractual obligation. Motion carried 3-0.

Bid and/or Advertise Labor Position in the Street Department

Superintendent Wiseman requests to Bid and/or Advertise a Laborer Position in the Street Department.

Motion by Alderman Burtle and seconded by Alderman Moore to recommend to the City Council to Bid and/or Advertise a Laborer Position in the Street Department. Motion carried 3-0.

CLOSED SESSION

Motion by Alderman Burtle and seconded by Alderman Moore to go into closed session pursuant to 5 ILCS 120/2 (c)(2) to discuss collective negotiating matters pertaining to Firefighters Union Local #3144 and Policemen's Benevolent Labor Committee Negotiations and to include during all or any part of such closed session Mayor Brotherton, All Aldermen present and Human Resource Manager Cindy Brown.

Roll call - Alderman Burtle, Moore and Heberling voting YEA. Chairman Heberling announced the motion carried.

The Personnel Committee went into closed session at 8:50 PM.

The Personnel Committee returned to open session at 9:03 PM. Roll call was taken with Aldermen Moore, Burtle and Heberling present.

Motion to approve by Alderman Moore and seconded by Alderman Burtle to recommend to the City Council a 1% increase of salary to the Firefighters Union Local #3144 with a \$250.00 signing bonus upon the State of Illinois passing a budget reflecting no cuts to the City of Taylorville. If the State budget does not happen during our fiscal year, we will carry the \$250.00 bonus offer into the 2016/2017 budget. Motion carried.

Any Other Matters

Alderman Burtle requested the opening of the Non-Bargaining wage schedule for a Superintendent's recent wage bonus to be put on the next Personnel Agenda. A meeting will take place in the near future to discuss Standing Committee Meeting Agendas.

A meeting will take place in the near future to discuss issues in the Treasurer's Office.

Adjournment

Motion by Alderman Burtle and seconded by Alderman Moore to adjourn.
Motion carried 3-0. The meeting adjourned at 9:50 p.m.

Rob Heberling, Personnel Committee Chairman

Personnel Committee
May 5, 2016

Members Present

Chairman Heberling
Alderman Burtle
Alderman Jones
Alderman Moore

Also Present

Alderman Budd
Alderman Dorchinecz
Alderman Vota
Mayor Greg Brotherton
Jacque Nation
Richard Reber
Mike Crews
Cindy Brown
Marylee Lasswell

Chairman Heberling called the meeting to order at 6:50 p.m.

Bid and/or Advertise Heavy Equipment Operator Position in the Water Department

Superintendent Speagle is requesting to Bid and/or Advertise a Heavy Equipment Operator Position in the Water Department pending a bid award.

Motion by Alderman Moore and seconded by Alderman Burtle to recommend to the City Council to Bid and/or Advertise a Heavy Equipment Operator Position in the Water Department pending a Bid Award.

Motion carried 4-0.

Applications for Office Level I Position in the Water Collection Department

Chairman Heberling circulated the qualified applications to the Committee Members to review and asked that each member contact the Human Resource Manager with their thoughts within 10 days. The Bid for this position has been reposted per the request of the AFSCME Union.

Status of Treasurer's Office Working Conditions

Chairman Heberling called Treasurer Nation forward to discuss with the Committee an update to our previous meeting. Treasurer Nation mentioned that she feels that she is trying her best to manage her office, but can't say much for the others in the office. She believes there is resistance from those in her office and informs the Committee she is keeping notes.

Alderman Moore deliberately went into the office one day and he says there is definitely tension. I felt it he says. There is a problem and believes there is fault with everyone in the office. He hopes everyone is trying to make the changes needed.

Mayor Brotherton mentioned that he thought it was good that Treasurer Nation gave a couple of Quality Quarters to some employees.

Alderman Vota recognizes there is work that needs to be done and it appears we are moving in the right direction. However, there are still issues to resolve. We need to stay updated.

Alderman Dorchinecz mentioned the last time we met, Treasurer Nation reported that anytime she was working with someone, there was negative body language. Treasurer Nation mentioned that this has stopped.

Chairman Heberling will probably put this on the agenda each month to stay informed and updated.

Bonus for Water Superintendent

Alderman Dorchinecz believes Superintendent Speagle deserves to receive an increase of \$3000.00 for all of the work he does and assuring high quality water to the citizens, instead of the \$750.00 bonus he received.

Chairman Heberling discussed how a year ago the bonus, which was set previously for Superintendent Speagle, was \$750.00 for each year it took for him to be completing the new Water Plant as the Committee recognized the hard work that was to take place. Chairman Heberling mentioned that Alderman Dorchinecz did not agree to the amount last year. Chairman Heberling stated that Mr. Speagle is the highest paid employee in the City. The Committee recognized Superintendent Speagle's skillset last year and bumped his pay \$4,000.00 with an added bonus to pay him for doing his job.

Mayor Brotherton mentioned that all the Aldermen can argue the point for the employee. We had 1% to 1 ½% percent to work with as the Treasurer informed them. As a City we have to be glad that we have been prudent. We were in negotiations with the Fire and we spent close to three hours to determine whether they would receive a \$250 bonus depending on the State Budget.

Alderman Jones commented that last year Mr. Dorchinecz was the number one cheerleader for Mr. Speagle and Mr. Speagle ended up being rewarded by being the highest paid employee by about \$6,000.00 If someone is going over and above what their normal job entails (out of their normal job classification and related duties), then that employee should be rewarded for it. Alderman Jones feels that bonuses should not be a normal occurrence but that they should be done on an extraordinary basis.

Alderman Moore commented that he worked for the City 37 years, never once did he think he should have a bonus. It was my job and this is the same for Mr. Speagle. Before becoming a Superintendent one has to realize before taking the position that they are not going to receive overtime pay etc. and still have to work. Alderman Moore mentioned he plowed snow in the winter for no extra pay. I did my homework before taking the position. Alderman Moore does not believe in bonuses but thinks they should be raises.

Chairman Heberling asked if there was any other discussion pertaining to this subject.

Alderman Dorchinecz would like to see a procedure for conducting salary reviews rather than using what is in place.

Alderman Vota thinks a bonus sets a bad precedent.

Chairman Heberling asks everyone to save the date for the 1st Thursday in September, October and November to discuss some possible new law changes to take place.

Any Other Matters

Mayor Brotherton would like to inform the Committee that they are aware the Front Desk Position in the Treasurer's Office is being posted at this time. He wants to let everyone know that we have had an excellent temporary helper in that position for over six months who is intelligent and works well with the co-workers. She has worked well, even under the circumstances in that office.

Alderman Budd would like to still consider the other applications to have a recommendation.

Alderman Jones wants to make sure that we are not doing the City a disservice if someone else is more qualified. Alderman Dorchinecz knows this is an unusual situation and predicting there is no bid signed and this temporary has had the luxury to test under fire and she still has performed, you can try to have someone else come in; however, she has performed well.

Treasurer Nation believes it should be up to the Superintendent to pick who they want and mentions that she still has to give her test to the temporary help.

Adjournment

Motion by Alderman Burtle and seconded by Alderman Moore to adjourn.
Motion carried 4-0. The meeting adjourned at 8:25 p.m.

Rob Heberling, Personnel Committee Chairman

Personnel Committee
June 2, 2016

Members Present

Chairman Heberling
Alderman Burtle
Alderman Jones

Also Present

Alderman Budd	Cindy Dey
Alderman Walters	Shirley Sams
Mayor Greg Brotherton	Cindy Brown
Jacque Nation	Matthew Adermann
Mike Crews	Dave Herpstreith
Bill Jones	Dan McNeely
Dave Hendricks	Jared Blaudow
Tim McArdle	Owen Lasswell
Luke McLeod	

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

Health Insurance Renewal Update

Chairman Heberling invited Jared Blaudow and Dan McNeely to update the Committee regarding the employee informational meetings which took place earlier this afternoon. Mr. Blaudow discussed that packets were distributed to those employees attending the meetings, which explained the Health Reimbursement Arrangement. He used scenarios in his demonstration to show the employees the savings they will attain. He believes the meetings went well once everyone understood the program. He answered concerns and questions from the audience.

Exempt-Non-Exempt Law Change

Human Resource Manager Brown distributed information pertaining to the new law which President Obama signed on May 18, 2016. This final rule will be effective as of December 1, 2016. The Committee will review the informational packets in regards to the Exempt/Non Exempt ruling.

Policemen's Benevolent Committee Negotiation Update

Chairman Heberling discussed with the committee that the negotiating team has had one meeting and has another meeting scheduled for June 15, 2016 with PBLC. The Policemen's Benevolent Labor Committee has already filed paperwork for mediation. Mayor Brotherton explained that this happens as they want to keep a place in line for if they need to utilize this route.

Adjournment

Motion by Alderman Jones and seconded by Alderman Burtle to adjourn. Motion carried 3-0. The meeting adjourned at 7:15 p.m.

Rob Heberling, Personnel Committee Chairman

Personnel Committee
July 7, 2016

Members Present

Chairman Heberling
Alderman Burtle
Alderman Jones
Alderman Olive

Also Present

Mayor Greg Brotherton
Alderman Walters
Luke McLeod
Chief Dave Herpstreith
Owen Lasswell
Cindy Brown

Chairman Heberling called the meeting to order at 7:30 p.m.

Bid and/or Advertise Heavy Equipment Operator Position in the Street Department

Superintendent Dick Wiseman is requesting a replacement Heavy Equipment Operator for the Street Department as an employee has resigned due to not wanting to move within 6 ½ miles from the City.

Chairman Heberling raised a concern, due to the increased health insurance cost which the City will have to incur this year due to the unions not agreeing upon an option, which would have saved the City money as well as the employees. He would like to see a temporary hiring freeze with all departments. Alderman Walters does not want to see a hiring freeze especially in the Street Department as they are shorthanded already and a lot of projects are in the works.

Alderman Olive believes a temporary hiring freeze would be beneficial for new hires but not replacement employees. With that said, most did not want to see a hiring freeze.

Motion by Alderman Jones and seconded by Alderman Olive to recommend to the City Council to Bid and/or Advertise a Heavy Equipment Operator Position in the Street Department.
Motion carried 3-1.

Request a Replacement Officer

Chief Herpstreith would like to request a replacement Police Officer contingent upon an officer leaving. Chairman Heberling recommended a temporary hiring freeze at this time in order to make sure the financial state of the City is secure. Mayor Brotherton did not want to see a hiring freeze which could put the citizens and Police Officers at risk. Alderman Olive agrees with the Mayor that he would not want to put a hiring freeze on the Police or Fire Department due to risk.

Motion by Alderman Burtle and seconded by Alderman Olive to recommend to the City Council to hire one (1) replacement Police Officer if the need arises.
Motion carried 3-1.

Health Insurance Discussion

Chairman Heberling opened the discussion by informing the Committee that the City tried very hard to work with each Union. The City allowed our insurance representative, Jared Blaudow, to speak to several Committees as well as the Council and each Union regarding the Health

Reimbursement Arrangement (HRA) program. Jared took the opportunity to conduct a meeting with two representatives from each union before speaking to all employees regarding the health insurance program which the City was considering implementing on July 1, 2016.

After several meetings with each union, most verbally agreed to the change until forty eight hours before the change was to occur. Representatives from the AFSCME and Police Unions did not want to change to the HRA program. Due to not being able to negotiate the outcome with the union representatives, the health insurance automatically renewed with the same coverage at an 11.8% increase at midnight June 30, 2016.

As the City tried to save money for the employees as well as the City, not all unions were on board with the new program and as such, the City had to allow Dimond Bros. to renew the current policy with BCBS with the 11.8% increase. The increase in cost will be felt by the City, those employees on the program, and those retirees who are still on the BCBS health insurance.

With that said, the City is now trying to be cautious in hiring anyone new as they will have an added expense of over \$140,000 in covering the cost for the employees and their dependents.

Alderman Burtle does not understand why the City has to negotiate anything with the unions on this. After reviewing the AFSCME contract, Alderman Burtle informed the Committee that the City conducted each step accordingly by contract.

Chairman Heberling would still like to look at the HRA program for the future.

Any Other Matters

Mayor Brotherton informed the Committee that the City agreed upon a 1% salary increase to the Fire Department employees and a \$250.00 bonus when the State of Illinois should pass a budget with no deductions to the City of Taylorville. The State of Illinois passed a six (6) month budget with no loss to the City and he would like the City to fulfill that commitment to pay the bonus to the firefighters as agreed.

Mayor Brotherton informed the Committee that a political candidate would like to use the Council Chambers for a political rally and he believes in the past they did not allow this. Everyone agrees that we should not allow the usage of the room for political candidate rallies.

AFSCME Union President, Luke McLeod informed the Committee that he will give his contact information to the Mayor, Personnel Chairman and HR Manager for future correspondence. Chairman Heberling asked AFSCME Union President, Luke McLeod if AFSCME Representative Frank Prochaska was aware of this and the answer was in the affirmative.

Adjournment

Motion by Alderman Olive and seconded by Alderman Burtle to adjourn.
Motion carried 4-0. The meeting adjourned at 8:15 p.m.

Rob Heberling, Personnel Committee Chairman

Personnel Committee
August 4, 2016

Members Present

Chairman Heberling
Alderman Burtle
Alderman Jones
Alderman Olive

Also Present

Mayor Greg Brotherton
Alderman Budd
Alderman Walters
Alderman Vota
Chief Dave Herpstreith
Frank Prochaska
Luke McLeod
Dustin McClure

Also Present

Cindy Dey
Kirsten Nelson
Andy Goodall
Jacque Nation
Brittani Havard
Owen Lasswell
Cindy Brown

Chairman Heberling called the meeting to order at 6:45 p.m.

Temporary Hiring Freeze

Chairman Heberling is concerned about the recent health insurance costs and that we need to find a solution to this situation. The Chairman is also concerned about the change in the general fund balance and until we can have some answers to this change, the Chairman is proposing a temporary hiring freeze for new hires.

Alderman Burtle and Budd do not have a problem with a temporary hiring freeze for new hires. Alderman Walters does not favor this and does not want to go backwards. Alderman Vota does support Chairman Heberlings proposal if it would help with a solution to the concerns.

Request Replacement Firefighter

The Fire Department has had a recent resignation and is requesting permission to hire a replacement firefighter. He would like to have this approval in time to send a replacement to the Training Academy on September 6, 2016.

Motion by Alderman Burtle and seconded by Alderman Jones to recommend to the City Council to direct Mayor Brotherton to send a letter to the Board of Fire and Police Commission to hire one (1) replacement Firefighter. Motion carried 3-1.

CLOSED SESSION

Motion by Alderman Burtle and seconded by Alderman Olive to go into Closed Session pursuant to 5 ILCS 120/2(c)(1) to discuss Step 3 AFSCME Grievance filed by Kirsten Nelson and pursuant to 5 ILCS 120/2 (c) (1) and (2) to discuss Step 2 Police Benevolent Labor Committee Grievance filed by Anthony Telford to include during all or any part of such closed session Mayor Brotherton, All Aldermen in attendance, Human Resource Manager Brown and any other individuals requested by the Committee. Roll Call- Alderman Burtle, Jones, Olive and Heberling voting YEA. Chairman Heberling announced the motion carried.

The Personnel Committee went into closed session at 7:45 PM.

The Personnel Committee returned to open session at 9:52 PM. Roll call was taken with Alderman Heberling, Burtle, Jones and Olive present.

Motion by Alderman Burtle and seconded by Alderman Jones to uphold the AFSCME Grievance and replace the written with documenting an Oral in the file.
Motion passes.

Motion by Alderman Jones and seconded by Alderman Burtle to Deny the PBLC Grievance.
Motion passes.

Any Other Matters

Alderman Walters informed the Committee that Patty Hornbuckle mistakenly filled out event paperwork for the Community Wide Blood Drive scheduled for August 19, 2016 from 10-3 and has contacted him to correct and add new information to the paperwork.

Adjournment

Motion by Alderman Jones and seconded by Alderman Burtle to adjourn.
Motion carried 4-0. The meeting adjourned at 9:55 p.m.

Rob Heberling, Personnel Committee Chairman

Personnel Committee
September 1, 2016

Members Present

Chairman Heberling
Alderman Burtle
Alderman Jones
Alderman Olive

Also Present

Mayor Greg Brotherton
Alderman Budd
Alderman Vota
Alderman Walters
Owen Lasswell
Cindy Brown

Chairman Heberling called the meeting to order at 7:40 p.m.

Travel Expense Policy

Human Resource Manager Brown distributed information pertaining to Public Act 099-0604 which will go into effect January 1, 2017. Chairman Heberling informed the Committee to review the information and be ready to discuss it at the next meeting in October.

Overtime Final Rule

Human Resource Manager Brown distributed information from the U.S. Department of Labor explaining the new Overtime Final Rule which was signed by the President of the United States on May 18, 2016 and will become effective on December 1, 2016. Chairman Heberling asked Ms. Brown to make a list of those non-bargaining employees whom this will effect and directed the Committee to be reviewing the information which will be discussed at the next meeting in October.

CLOSED SESSION

Motion by Alderman Burtle and seconded by Alderman Jones to go into Closed Session pursuant to 5 ILCS 120/2(c)(2) to discuss Police Benevolent Labor Committee Arbitration and pursuant to 5 ILCS 120/2 (c) (1) to discuss the potential candidates for the Police Chief position, those candidates being Brian Hile, Vince Childers, Rob Thomason, Rick Bryan and Earin Land to include during all or any part of such closed session Mayor Brotherton, All Aldermen in attendance, Human Resource Manager Brown and any other individuals requested by the Committee. Roll Call- Alderman Jones, Burtle, Heberling and Olive voting YEA. Chairman Heberling announced the motion carried.

The Personnel Committee went into closed session at 7:50 PM.

The Personnel Committee returned to open session at 9:30 PM. Roll call was taken with Alderman Heberling, Burtle, Jones and Olive present.

Adjournment

Motion by Alderman Olive and seconded by Alderman Burtle to adjourn.
Motion carried 4-0. The meeting adjourned at 9:31 p.m.

Rob Heberling, Personnel Committee Chairman

Personnel Committee
October 6, 2016

Members Present

Chairman Heberling
Alderman Burtle
Alderman Olive
Alderman Jones

Also Present

Mayor Brotherton
Cindy Brown
Alderman Dorchinecz
Alderman Budd
Chief Crews

Chairman Heberling called the meeting to order at 6:40 p.m.

New Federal Law Overtime Rule

Human Resource Manager Brown discussed an outline with the Committee reviewing the updated changes that are to take effect on December 1, 2016. Chairman Heberling recommended that this be tabled to allow the Committee to review and be ready to discuss at the next meeting in November.

New Travel Expense Reimbursement Law

Human Resource Manager Brown discussed Public Act 099-0604 with the Committee which will take effect on January 1, 2017. Per the Act, all local public agencies shall, by resolution or ordinance, regulate the reimbursement of all travel expenses.

Motion by Alderman Jones and seconded by Alderman Burtle to direct the City Attorney to combine the Elected Official Travel Reimbursement Policy and the Employee Travel Reimbursement Policy to mirror the new Public Act 099-0604. Motion carried 4-0.

Training Reimbursement Policy

The Committee discussed the current training reimbursement policies for the police and fire departments. After much discussion, the Committee agreed that the current policies need to be changed to help retain those valuable employees. The Committee will finalize the discussion and make a recommendation in November.

Non-Bargaining Salaries

The Committee is in the beginning stages of discussing the Non-Bargaining salaries and will continue to do so at the next meeting in November.

Closed Session-AFSCME Grievance Step 3

Chairman Heberling announced to the Committee that this item has been canceled by the AFSCME Local Representative.

Adjournment

Motion by Alderman Jones and seconded by Alderman Olive to adjourn. Motion carried 4-0.
The meeting adjourned at 8:01 p.m.

Rob Heberling
Personnel Committee Chairman

Personnel Committee
November 3, 2016

Members Present

Chairman Heberling
Alderman Jones
Alderman Olive

Members Absent

Alderman Burtle

Also Present

Mayor Brotherton	Mark Durham
Pam Peabody	Luke McLeod
Superintendent Speagle	Bart Bialas
Alderman Budd	Jonathan Newlin
Alderman Dorchinecz	Dustin McClure
Alderman Walters	Frank Prochaska
Alderman Vota	Cindy Brown
	Owen Laswell

Chairman Heberling called the meeting to order at 6:45 p.m.

Bid and/or Advertise Equipment Operator I

Superintendent Speagle is requesting to bid and/or advertise an Equipment Operator I in the Water Department due to a recent bid award.

Motion by Alderman Jones and seconded by Alderman Olive to recommend to the City Council to allow Superintendent Speagle to Bid and/or Advertise an Equipment Operator I in the Water Department. Motion carried 3-0.

Bid and/or Advertise Office Level III

City Clerk Pam Peabody is requesting to bid and/or advertise an Office Level III in her office due to an upcoming retirement. She would like to be proactive and ask that this be filled by February so that the candidate hired will have an opportunity to learn the position before the retirement takes place.

Motion by Alderman Jones and seconded by Alderman Olive to recommend to the City Council to allow City Clerk Pam Peabody to Bid and/or Advertise an Office Level III in the City Clerk Office. Motion carried 3-0.

Hire Replacement Police Officer

Police Chief Hile is requesting to hire a replacement Officer from the new eligibility list due to a recent termination.

Motion by Alderman Olive and seconded by Alderman Jones 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 Police Officer from the new eligibility list. Motion carried 3-0.

Hire Police Officer Pending Resignation

Police Chief Hile is requesting to hire a replacement Officer due to an upcoming resignation. He explained that one of the officers will be leaving for Springfield by December and would like to replace the Officer in time to attend the Police Academy. The Chief informed the Committee that the replacement Police Officer will be hired from the new eligibility list.

Motion by Alderman Jones and seconded by Alderman Olive 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 Police Officer from the eligibility list pending a resignation notice from the employee. Motion carried 3-0.

Travel Expense Reimbursement Policy

Human Resource Manager Brown presented an update to the Committee regarding the Travel Expense Reimbursement Policy. Information has been given to City Attorney Romano to update the policy. The policy will be ready for the Committee to review at the next meeting in December.

AFSCME Step 3 Grievance

Before going into closed session, Chairman Heberling asked Jonathan Newlin who he would like to represent him. Jonathan asked AFSCME Representative, Frank Prochaska to speak on his behalf. Chairman Heberling and the Committee allowed Mr. Prochaska to speak on behalf of Jonathan Newlin regarding the Step 3 Grievance.

Closed Session

Motion by Alderman Jones and seconded by Alderman Olive to go into Closed Session pursuant to 5 ILCS 120/2 (c) (1) and (2) to discuss Step 3 AFSCME Grievance filed by Jonathan Newlin and pursuant to 5 ILCS 120/2 (c) (1) to consider appointment, employment, and/or compensation of non-bargaining employees and pursuant to 5 ILCS (c) (2) to discuss collective negotiating matters pertaining to the AFSCME Union Local #3349, Firefighters Union Local #3144, and Policemen's Benevolent Labor Committee and to include during all or any part of such closed session Mayor Brotherton, all Aldermen in attendance, Superintendent Speagle and Human Resource Manager Cindy Brown and any other individuals requested by the Committee.

Roll Call- Alderman Jones, Olive and Heberling voting YEA. Chairman Heberling announced the motion carried.

The Personnel Committee went into closed session at 7:30 PM.

The Personnel Committee returned to open session at 9:20 PM. Roll call was taken with Alderman Heberling, Jones and Olive present.

Motion by Alderman Olive and seconded by Chairman Heberling to deny the AFSCME Grievance. Motion carried 2-1.

Adjournment

Motion by Alderman Jones and seconded by Alderman Olive to adjourn. Motion carried 3-0.
The meeting adjourned at 9:23 p.m.

Rob Heberling
Personnel Committee Chairman