

Committee Meeting Attendance & Report of Meeting

Date: MAY 22, 2024

Time: 10:00

Committee Name: PERSONNEL



Committee Members

- | | |
|------------------------|------------|
| 1. <u>TONY WRIGHT</u> | (Chairmen) |
| 2. <u>ALENE BLADE</u> | |
| 3. <u>APRIL HARRIS</u> | |

Present

✓
✓
✓

Name(s) of others in Attendance:

- | | |
|--------------------------|------------------|
| 1. <u>LANCE HOSAPPLE</u> | 5. <u>ROBYN</u> |
| 2. <u>AUSTIN</u> | 6. <u>KAY</u> |
| 3. <u>DANIEL</u> | 7. <u>STEVE</u> |
| 4. <u>JASON</u> | 8. <u>HUNTER</u> |

Nature of Meeting: CLARIFICATION OF NEW JOB DUTIES

Meeting Report: CLOTHING ALLOWANCE TO BE \$800.00 yearly, you may roll over \$400.00 to next year. \$2,500 MONTHLY TOOL ALLOWANCE, DEPARTMENT HEADS MAY COME TO MONTHLY MEETINGS, CELLPHONE CARRYING FEE OF \$50.00 WEEKLY WHEN GETTING WDS FOR VILLAGE WORK, TO BE IN SEALED ENVELOPE, DETAILED BIDS WITH QUOTE. KEEP ALL VILLAGE VEHICLES FOR NOW. GET QUOTE FOR PUTTING UTILITY BED ON UNIT 1, SUMMER HELP MAY MOW. PROMOTE ROBYN EDWARDS TO DEPUTY CLERK AND SHE CAN DO PAYROLL, CHANGE CLERK'S OFFICE HOURS 7-4?, ONE HOUR LUNCH INSTEAD OF ONE POINT FIVE, POST PHONE NUMBERS ON DOOR FOR AFTER HOURS EMERGENCIES, GET EXTRA PHONE CHARGING CORDS FOR CELLPHONE, GET MAIL POUCH FOR KAY TO CARRY PAPERS FULL REVIEW OF VILLAGES FAMILY MEDICAL LEAVE POLICY,

Committees Recommendation: PAGE 1 of 2

Approved by: _____ (Mayor)

Please submit to the City Clerk for record keeping. Recording of Committee Meetings is the responsibility of the Chairman of the Committee or a Committee member appointed by the Chairman or the City Clerk if in attendance.

Committee Meeting Attendance & Report and all information should be turned in to the City Clerk no later than 5 business days after the meeting date.

Committee Meeting Attendance & Report of Meeting

Date: MAY 22, 2024 Time: 10:00

Committee Name: PERSONNEL



Committee Members	Present
1. _____ (Chairmen)	<input type="checkbox"/>
2. _____	<input type="checkbox"/>
3. _____	<input type="checkbox"/>

Name(s) of others in Attendance:

- | | |
|----------|----------|
| 1. _____ | 5. _____ |
| 2. _____ | 6. _____ |
| 3. _____ | 7. _____ |
| 4. _____ | 8. _____ |

Nature of Meeting: PAGE 2 of 2

Meeting Report: ON PERMITS, CERTIFICATIONS AND LICENSING, MOSQUITO GENERAL AND RIGHT OF WAY SPRAYING TO BE \$100.00, GAS ON CALL \$200.00, OPERATOR \$500.00, WATER CLASS "B" \$500.00, CLASS "C" \$250.00, CLASS "D" \$100.00, SEWER \$250.00, ELECTRIC, CLIMBING, 1ST AND 2nd year Distribution AND ADVANCED DISTRIBUTION TO \$150.00 EACH, RUBBER GLOVEING AND TRANSFER METER \$100.00, CLEARANCE AND UNDERGROUND \$150.00, DISCUSSION ON UTILITY WORKERS TAKING TRUCKS HOME WHILE ON CALL WAS HAD, IT WOULD BE A QUICKER RESPONSE IF THEY HAD THEM AT HOME WHEN CALLED OUT. MOTION BY ALENE SECONDED BY APRIL TO ADJOURN AT 11:50 AM.

Committees Recommendation: TAKE THESE RECOMMENDATIONS BACK TO THE FULL BOARD FOR THE JUNE 2024 BOARD MEETING.

Approved by: _____ (Mayor)

Please submit to the City Clerk for record keeping. Recording of Committee Meetings is the responsibility of the Chairman of the Committee or a Committee member appointed by the Chairman or the City Clerk if in attendance.
 Committee Meeting Attendance & Report and all information should be turned in to the City Clerk no later than 5 business days after the meeting date.