

PERSONNEL COMMITTEE MEETING MINUTES

*Phil Gainer Community Center
142 Robert E. Lee Ave. Ext.
March 3, 2025
1 p.m.*

Present were members: R. Chenoweth, M. Hinchman.

C. Thompson was absent.

Also present were: Jerry Marco (mayor), Mike Kesecker (operations manager), Gerry Roberts (city attorney), Tracy Judy (treasurer), Steve Himes (fire chief), Travis Bennett (police chief), Chris Marshall (human resources), J. Deighan (communications), and Sutton Stokes (city clerk).

PUBLIC COMMENT

There was no public comment.

MINUTES

Chenoweth **MOVED APPROVAL OF THE MINUTES OF THE MEETING OF FEBRUARY 3.** The motion carried.

NEW BUSINESS

Chenoweth **MOVED RECOMMENDING COUNCIL APPROVAL OF PROPOSED AMENDMENT OF COUNCIL POLICY CONCERNING EMPLOYEE PERSONAL DAYS, EFFECTIVE JAN. 1, AS FOLLOWS:**

“All employees, regardless of hire date, would be eligible to receive the full allotment of personal days. These personal days will expire at the end of the first calendar year of employment.”

The motion carried.

Hinchman **MOVED RECOMMENDING COUNCIL APPROVAL OF PROPOSED AMENDMENT OF COUNCIL POLICY CONCERNING POSTING OF OPEN POSITIONS, AS FOLLOWS.**

- Positions *may* be posted internally, externally, or both, but must *at least* be internally posted, for a minimum of five business days.
- Job postings will be available via the applicant tracking system and in physical locations accessible to all employees.
- The clause allowing an internal vacancy to be filled without posting shall be eliminated.

The motion carried.

Hinchman MOVED RECOMMENDING COUNCIL APPROVAL OF PROPOSED REAPPOINTMENT OF CITY ATTORNEY. The motion carried.

The meeting adjourned at 1:37 p.m.

Robert Chenoweth, Chair
Name & Title

Robert Chenoweth
Signature