

PERSONNEL COMMITTEE MEETING MINUTES

*Phil Gainer Community Center
142 Robert E. Lee Ave. Ext.
October 27, 2025
1:00 p.m.*

Present were members: C. Thompson (chair), C. Kerns, L. Severino.

Also present were Jerry Marco (mayor), Mike Kesecker (operations manager), Gerry Roberts (city attorney), Tracy Judy (treasurer), Steve Himes (fire chief), Joshua Martin (human resources), Sutton Stokes (city clerk), Wes Lambert (chief water operator), Whitney Hymes (chief wastewater operator), and Mikayla Goins (executive secretary).

MINUTES

Kerns **MOVED APPROVAL OF THE MINUTES OF THE MEETING OF OCTOBER 15, 2025.** The motion carried.

NEW BUSINESS

a. Reappointment of the City Treasurer

Thompson **MOVED THAT THE COMMITTEE ENTER EXECUTIVE SESSION WITH JUDY CONCERNING THE AGENDA ITEM “REAPPOINTMENT OF THE CITY TREASURER.”** The stated exemption was for discussion of matters relating to employment of an individual, as allowed by West Virginia Code §6-9A-4 (B) (2) (A). The motion carried. The executive session began at 1:06 p.m. The committee requested Roberts join for part of the executive session. The executive session ended at 1:26 p.m. The chair announced that no decisions were made and no actions were taken.

Thompson **MOVED RECOMMENDING COUNCIL REAPPOINT JUDY TO THE OFFICE OF CITY TREASURER FOR A TERM ENDING SEPTEMBER 30, 2027 AT AN ANNUAL SALARY OF \$75, 000, RETROACTIVE TO OCTOBER 1.** The motion carried.

b. Proposed compensation plan

Interim HR Director Josh Martin updated the committee concerning work on a new organization-wide compensation and classification framework. No action was taken.

c. Compensation package for an Operations Department employee

Thompson **MOVED THAT THE COMMITTEE ENTER EXECUTIVE SESSION WITH KESECKER, JUDY, MARTIN, AND BUILDING AND CODE ENFORCEMENT OFFICER JESSIE KITTLE CONCERNING THE AGENDA ITEM “COMPENSATION PACKAGE FOR AN OPERATIONS**

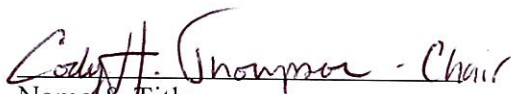
DEPARTMENT EMPLOYEE.” The stated exemption was for discussion of matters relating to employment of an individual, as allowed by West Virginia Code §6-9A-4 (B) (2) (A). The motion carried. The executive session began at 1:38 p.m. The committee requested that Roberts join for part of the executive session. The executive session ended at 2:45 p.m. The chair announced that no decisions were made and no actions were taken.


Thompson **MOVED RECOMMENDING THAT COUNCIL SET COMPENSATION FOR KITTLE AT \$20.673 PER HOUR, EFFECTIVE NOV. 23, WITH NO RECOUPMENT OF PAST SALARY OR BACKPAY AND WITH ANY FUTURE CHANGES TO COINCIDE WITH THE ORGANIZATION-WIDE COMPENSATION PLAN CURRENTLY UNDER DEVELOPMENT.** The motion carried.

d. Planning for HR transition

Attendees discussed next steps for the city’s Human Resources Department.

The meeting adjourned at 3:02 p.m.


Name & Title


Signature