

# **PERSONNEL COMMITTEE REGULAR MEETING MINUTES**

***401 Davis Avenue  
City Hall, Council Chambers  
April 1, 2024  
1 p.m.***

Present were Committee Members: R. Chenoweth (chair), M. Hinchman.

Councilor 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), Melissa Washington (human resources), J. Deighan (communications), and Sutton Stokes (city clerk).

## **MINUTES**

Hinchman **MOVED APPROVAL OF THE MINUTES OF THE MEETING OF FEBRUARY 5, 2024.** The motion carried.

## **NEW BUSINESS**

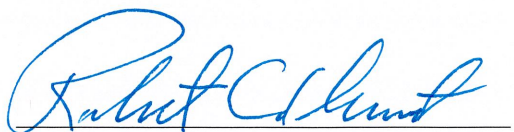
Hinchman **MOVED RECOMMENDING COUNCIL APPROVAL OF REVISING THE HUMAN RESOURCE GENERALIST POSITION TO HUMAN RESOURCES DIRECTOR WITH UPDATED JOB DESCRIPTION.** The motion carried.

Hinchman **MOVED RECOMMENDING COUNCIL APPROVAL OF RECLASSIFYING THE COMMUNICATION SPECIALIST POSITION AS EXEMPT.** The motion carried.

The meeting adjourned at 1:18 p.m.



Name & Title



Signature