

**PERSONNEL COMMITTEE MEETING
MINUTES
MARCH 9, 2015**

CALL TO ORDER

The meeting was called to order by Chairman Pat Baeske at 7:00 p.m. in the Municipal Complex, 10025 Bunkum Road, Fairview Heights, IL.

Committee members in attendance: Aldermen Pat Baeske, Carol Warner, and Denise Williams. Also present: Alderman Scott Greenwald, City Administrator Jim Snider, Public Works Director Chris Volkman, Supervisor of Streets Dan Wolf, Attorney Michael Lowenbaum, Mayor Gail Mitchell, City Clerk Mark Kupsky, and Becky Short.

CITIZENS' COMMENTS

No comments.

APPROVAL OF MINUTES

Alderman Williams made a motion to approve the January 12, 2015 regular and executive session minutes. Seconded by Alderman Warner .

Roll call on the motion showed Aldermen Warner, Williams, and Baeske voting "Yea." Motion passed on 3 yeas.

REVIEW SERGEANTS CBA & LINE OFFICERS CBA

An agreement has been reached with the Sergeants contract and Line Officers contract. Attorney Lowenbaum noted some changes to the agreements. They are both 3 year agreements, the Sergeants agreement will be up in 2016 and the Line Officers agreement will be up in 2017.

Alderman Warner made a motion to forward both agreements to the March 17, 2015 City Council meeting. Seconded by Alderman Williams. Roll call on the motion showed Aldermen Warner, Williams, and Baeske voting "Yea." Motion passed on 3 yeas.

PD RECORDS CLERK POSITION REPLACEMENT

No discussion. This item will be on a future agenda.

NON-CONTRACT RAISES

Discussion was held about the non-contract raises. It was noted that the Local 148 employees received a 2% raise and the Police Department will receive a 2.5% raise.

Alderman Warner made a motion to forward a 2% raise for non-contract employees to City Council. Seconded by Alderman Williams. Roll call on the motion showed Aldermen Warner, Williams, and Baeske voting "Yea." Motion passed on 3 yeas.

SALARY ORDINANCE

No discussion.

DEPUTY CLERK POSITION

Clerk Kupsky presented the Deputy Clerk job description and the duties that have been added over the years. The job description has not been looked at since 1986. All the other Supervisors are at Management Level 4 and the Deputy Clerk position is at Management Level 5.

Alderman Warner made a motion to forward changing the Deputy Clerk position from a Management Level 5 to a Management Level 4 to City Council. Seconded by Alderman Williams. Roll call on the motion showed Aldermen Warner, Williams, and Baeske voting "Yea." Motion passed on 3 yeas.

Alderman Warner made a motion to go into Executive Session to discuss Personnel per 5 ILCS 120/2(c) (1). Seconded by Alderman Williams.

Roll call on the motion showed Aldermen Baeske, Warner, and Williams voting "Yea." Motion passed on 3 yeas.

Alderman Baeske recessed regular session at 7:24 p.m.

Alderman Baeske reconvened regular session at 7:28 p.m.

There being no further business, the meeting adjourned at 7:29 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Pat Baeske".

Alderman Pat Baeske
Chairman

PB/rss