CITY OF MONTELLO

PERSONNEL COMMITTEE MINUTES

12-19-16

Meeting called to order at 6:25 pm

Present: Gary Doudna, Jim Houdek, Venise Mugler, Barb Jordan, Ken Streich

Others Present: Mike Kohnke, Marie Puterbaugh, Fred Logemann

NEW BUSINESS:
**A. Discussion on Sewer and Water hours.**

Currently office hours are Monday through Thursday, 8 AM to 3 PM. Discussion followed. Motion by Jordan/Streich to change Sewer and Water office hours to being off on Wednesdays; open Mon, Tues, Thurs, Fri, 8 AM to 3 PM. Motion carried.

**B. Discussion of Deputy Clerk Office hours**.

Marie felt that she could do more if she were in the office more. She needs more treasurer training. Marie will now accept park deposits, effective January 1st and hope to have more information put into computers and spreadsheets.

**C. Discussion and possible action on Public Work Director pay.**

Discussion regarding federal law with no change needed at this time.

**D. Discuss employee response to fire department calls.**

Discussion that fire department is shorthanded. Mike and Fred are selective for taking fire calls. Barb commented that she has no issue with Mike taking off because of his salary position. Jim was concerned about liability while on city time as well as double pay. Committee will need to clarify “on duty” liability.

Motion by Streich/Jordan to adjourn. Motion carried at 6:55 pm

Minutes by Mayor Doudna