

MINUTES
Personnel & Policies Committee
December 11, 2018

The meeting was called to order at 5:00 p.m.

Roll call found the following Committee Members present: Chairman Todd Dammeyer, Kent Paulus, and Lance Steinbrunner. Also, present was Village Administrator Rodd Hale, and Fiscal Officer, Kathy Ording.

A motion was made by Kent Paulus to approve the agenda, seconded by Lance Steinbrunner. Vote: all yeas.

The minutes from the May 23, 2018 meeting were presented. A motion was made by Kent Paulus to approve the minutes, seconded by Lance Steinbrunner. Vote: all yeas.

The committee held discussion regarding recent suggested changes to the Village Personnel & Policy Manual. The law firm of Zashin & Rich out of Columbus, Ohio recently completed a complete review of the Village Personnel & Policy Manual and provided changes that update the policies to reflect the current work environment. Previous to this review the Personnel & Policy Manual had not been updated since 1999.

After review of the suggested changes it was determined the changes were acceptable and in the best interest of the Village to adopt. A motion to recommend the new policies be implemented and approved by the Village Council was made by Kent Paulus, seconded by Lance Steinbrunner. Vote: all yeas.

With no further business to conduct Lance Steinbrunner made a motion to adjourn the meeting, Kent Paulus seconded. Vote: all yeas.

Chairman

Rodd Hale, Village Administrator