

**Personnel Committee Meeting Minutes**

**April 3, 2009**

**10:00 a.m.**

**St. Lutheran's Parish House**

1. Meeting called to order at 10:00 a.m. Motion by L. Robertson, second by T. Martin, to approve the December 4, 2008 minutes. Unanimous.
2. Members present: Mayor Auxer, W. Smith, L. Robertson, T. Martin
3. Staff present: A. Boyd, F. Welch, T. Johnson
4. Light Duty - The Town does not have a current policy pertaining to light duty work. We have an employee who is off work due to medical issues and has exhausted all leave. Motion by L. Robertson, second by T. Martin, to allow for Town employees to donate up to five (5) days of sick leave, on a voluntary basis, to any other employee who is experiencing a catastrophic illness. The compensation will be applied to the employee's health insurance benefits. Unanimous.
5. Organizational Chart – Mayor reported that immediate supervisors should make recommendation for employee pay increases. All individual raises are to go before the Personnel Committee prior to being presented to the Committee.
6. F. Welch advised the Committee that since Robert Fraley has been off work, Kenny Shipley has taken on his responsibilities and is doing a good job. He is requesting a pay increase for Mr. Shipley as a result of his increased duties. There is concern that if Mr. Shipley accepts a salaried position he will be losing money as he currently gets overtime each weekend for checking on the Sewer Plant. The Committee asked F. Welch to come back to them with a proposal within the next 30 days.
7. Motion by L. Robertson, second by T. Martin, to adjourn at 11:00 a.m.

Respectfully submitted by,

Amy L. Boyd, Town Clerk