

**HUMAN RESOURCES COMMITTEE  
MEETING MINUTES –August 15th, 2022  
(In person/virtual meeting)**

**MEMBERS PRESENT:** Ruth Ludwig, Jack Sweeney, Jenny Van Sickle (virtual)

**OTHERS PRESENT:** Beth Archer, Jon Fiskness (virtual), Cammi Janigo, Todd Janigo (virtual), Darienne McNamara, Shelley Nelson, Mayor Paine (virtual), Deb Williams

The HRC meeting was called to order at 5:00 pm.

**1) Approve the July 18, 2022 HRC Meeting Minutes.**

Motion by Sweeney, seconded by Van Sickle, to approve the July 18, 2022 HRC Meeting Minutes.

APPROVED

**2) Request to Fill Positions:**

**A) Part-time GIS Student Intern**

VanSickle requested Fiskness report back to HRC on the results of the internship.

Motion by Van Sickle, seconded by Sweeney to approve the request to fill the Part-time GIS Student Intern position.

APPROVED

**B) Part-time, Limited-term Heavy Equipment Operator - Landfill**

Public Works Director Janigo stated that the additional hours worked in the street department would be a wash due to covering for vacations and sick leave at the landfill. He added that the increased cost to staff the landfill on Saturdays will be a minimal.

Motion by Van Sickle, seconded by Sweeney to approve the request to fill the Limited-term Heavy Equipment Operator – Landfill position.

APPROVED

**3) Discussion about Cost of Living Adjustments (COLA) and policy to define how annual wage increases for non-union employees are determined. (held from 7-18-22 meeting)**

Motion by Sweeney, seconded by Ludwig to hold the discussion about Cost of Living Adjustments (COLA) and policy to define how annual wage increases for non-union employees are determined until the September HRC meeting.

APPROVED

**4) Discussion on Remote Work (held from 7-18-22 meeting)**

Motion by Van Sickle, seconded by Sweeney to postpone the Discussion on Remote Work until the October HRC Meeting.

APPROVED

**5) Receive and File:**

**A) Monthly Personnel Report for July 2022**

The committee received and filed the Monthly Personnel Report for July 2022.

**6) Human Resources Updates**

No action required.

The meeting adjourned at 5:35 p.m.