

Minutes
Personnel Committee
Village Office, Three South Main Street
Thornville, Ohio
February 6, 2023

Attendee List:

Committee Members:

Kim Billman- Chair
Sterling Krout- Vice Chair
Tasia Savage

Village Officials:

Gina Kaetzel- Mayor
Traci Sturgill-Village Administrator/Clerk
Dan William- Chief of Police
Kelly Beem- Fiscal Officer

Guests:

Ashley Moore
Lynne Snider
Erica O'Neill

Call to Order:

Committee Chair Kim Billman called the Personnel Committee Meeting to order on February 6, 2023 @ 7:38 p.m.

Roll Call:

Roll call was taken with, Committee Vice Chair Sterling Krout, Committee member Tasia Savage and Committee Chair Kim Billman present.

Review/Approval of the Personnel Committee Agenda for February 6, 2023

Committee Chair Kim Billman asked for a **motion** to approve the business agenda for February 6, 2023. **Motion** made by Committee member Tasia Savage and was seconded by Committee Vice Chair Sterling Krout. A roll call vote was taken with all committee members voting aye.

Review / Approval of the Personnel Committee Minutes for January 3, 2023.

Committee Chair Kim Billman asked for a **motion** to approve the committee minutes for January 3, 2023. **Motion** made by Committee Vice Chair Sterling Krout and was seconded by Committee Chair Kim Billman. A roll call vote was taken with two committee members voting aye and one committee member abstain due to not being on council for this meeting.

Roll Call:

Sterling Krout- aye
Kim Billman- aye
Tasia Savage- abstain

Motion passed 2-1

Old Business: None

New Business:

- Utility Superintendent Salary- Village Administrator Traci Sturgill advised she is getting questions on the salary for the Utilities Superintendent position. The position is currently paying \$35.22 per hour. She needs council to decide on a pay range so she can get back with those who may be interested in the position. She advised 2 individuals have contacted her from other surrounding Village/City plants and advised they wouldn't consider applying if it was under \$42 per hour. This doesn't mean I want to offer this salary. I just want the committee updated on what I have been asked/ told. This is a very important position and we need someone with EPA knowledge and experience. One individual did have his class III license which we do not require here. Fiscal Officer Kelly Beem advised we could also consider paying them salary instead of hourly.

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Usually, an employee in a management position over other employees is in a salary position. Committee Chair Kim Billman agreed. Traci advised they are required to come in every other weekend both Saturday & Sunday to check all the lift stations and plant. Kelly advised \$42 per hour would be a salary of \$87,300. Matt's salary in 2022 including overtime was \$82,988. Mayor Kaetzel feels due to her experience working in the water & sewer entity for 12 years and now at Buckeye Lake, it is very hard to get people to move from where their at without higher pay incentive or at least what they currently make but also because they sometimes lose their vacation levels so we need to make sure we approve them transferring that time as an incentive. Committee Chair Kim Billman suggested \$85,000 salary with no overtime which would be \$41 per hour. They would be allowed to receive comp time at 1.5 for anything over 40 hours worked per week. Traci advised at this time they get the choice of overtime or comp time when working over 40 hrs. per week. Village Administrator Traci Sturgill doesn't want to start someone out at the max we can afford the first year and we currently have Matt making \$35.22 per hour with his year's here. Mayor Kaetzel suggested we use a range of \$35-\$40 per hour depending on experience, certifications and knowledge. We can also give the incentive of transferring their seniority status. Traci advised all the street and utilities employees here were permitted to transfer their time here. Committee Chair Kim Billman feels this is a good range.

Motion made by Committee Chair Kim Billman to move the Utility Superintendent salary of \$35-40 per hour to the Finance committee tonight. **Motion** seconded by Committee member Tasha Savage. A roll call vote was taken with committee members voting aye.

Roll Call:

Kim Billman- aye
Tasia Savage- aye
Sterling Krout- aye
Motion passed 3-0

Deferred Compensation-

- Village Administrator Traci Sturgill advised council the employees would like to start contributing to deferred comp. She just wanted to update the Personnel committee. Fiscal Officer Kelly Beem advised she had no issues with it.

Adjournment:

With no further business, Committee Vice Chair Sterling Krout asked for a **motion** to adjourn and was seconded by Committee Chair Kim Billman. A roll call vote was taken with all committee members voting aye.

Roll Call:

Tasia Savage- aye
Sterling Krout- aye
Kim Billman- aye
Motion passed 3-0

Meeting adjourned at 7:50 p.m.



Kim Billman, Committee Chair



Traci Sturgill, Clerk of Council