



Mr. Kimbell called the meeting to order at 7:30 a.m.

Members Present: Committee Chair Jeff Kimbell, members Chuck Ryerson and Eric Hand. Others in attendance were Board President Carl Mills, Utility Director Andrew Williams, Controller Cindy Sheeks, and Plant Superintendent Scot Watkins,

### **PUBLIC COMMENT**

There was no one present from the public.

### **SAFETY UPDATE**

Mr. Williams said the field staff continues with in person monthly tailgate safety training sessions. An employee was involved in an automobile accident. He was rear-ended on 96<sup>th</sup> Street by an uninsured motorist. The accident resulted in a reportable injury but there was no lost time associated with the incident. The employee has recovered. The Utility's vehicle suffered minor damage.

### **PROPOSED LABORER POSITION**

Mr. Williams recommended adding a FT Laborer position. The position has been included in the Salary Ordinance for years, however until now there has not been the need to fill it. The position would start in January 2022. The laborer would be shared among different departments in the Utility; helping with grass cutting, general maintenance, traffic control or with any other need that arises. Mr. Hand moved the Committee recommend the Board approves filling the Laborer position in 2022. Mr. Ryerson seconded the motion, and it was approved.

Mr. Williams said it has been five years since a salary study was completed and management is planning to update the study in 2022. Mr. Mills asked if a salary study is done, would adjustments to the ranges be made mid-year 2022 or at the start of 2023. Mr. Williams said he would expect the study to adjust the position ranges and provide continued growth opportunities for staff, but not need immediate salary adjusts. But a decision can be made after the study results are received. Mr. Ryerson said he would expect the salary study would be taken into consideration for the 2023 salaries.

### **HOLIDAY SCHEDULE**

Mr. Williams said there are no proposed changes for the 2022 holiday schedule. There will be thirteen paid holidays, three of which are floating. Mr. Ryerson made a motion to recommend the Board approve the proposed 2022 holiday schedule. Mr. Hand seconded the motion. The Committee will recommend the Board approve the proposed 2022 holiday schedule.

