



# City of Rock Falls

## Personnel Committee Meeting Minutes

Date: 01/28/10    Time Meeting Started: 7:32 pm    Time Meeting Ended: 8:35pm

Members		Also Attended	
Alderman Thurm (chairperson)	P	Mayor Blanton	P
Alderman Reitzel	P	Bill Wescott, City Clerk	P
Alderman Vandersnick	P	Richard Downey, City Administrator	P
		Richard Downey, City Administrator	P
P-Present A-Absent			

Ordinance/Topic	Discussion	Plan of Action
1. Call to Order @ 7:00pm	<ul style="list-style-type: none"> <li>Committee called to order at 7:00pm</li> </ul>	No action.
2. Worker's Compensation/ Liabilities	<ul style="list-style-type: none"> <li>City Clerk reported on Worker's Compensation report. Committee reviewed and thanked City clerk for report. City Clerk reported on Liability report, committee reviewed and thanked City Clerk for report.</li> </ul>	No action.
3. Department Safety reports	<ul style="list-style-type: none"> <li>Committee reviewed all of the safety minutes. Committee requested that specific names of employees be removed from any report and accepted as presented.</li> </ul>	No action.
4. New Business: a) IRS Standard Mileage Rate	<ul style="list-style-type: none"> <li>City Administrator reported that IRS mileage rate has changed.</li> </ul>	Committee thanked City Administrator for report.
4. New Business b) Section 5.4 Personnel Policy and Employment at Will Handbook	<ul style="list-style-type: none"> <li>City Administrator reported on employee handbook and requested two changes striking, section 5.4 and also removing in section 11.1 reference to age limit.</li> </ul>	Committee accepted changes as presented.
4. New Business c) Medical examinations CDL licenses	<ul style="list-style-type: none"> <li>City Clerk reported on CDL medical examinations. Costs for physicals would be \$60, DOT Drug Test \$59.50, and Urine Glucose \$24. Physicals would be good for 2 years. Committee reviewed information and requested for item to be tabled until the next committee meeting.</li> </ul>	Item was tabled until next meeting.
4. New Business d) Accept submitted resignation of Norma Last	<ul style="list-style-type: none"> <li>It was reported that Norma Last as tendered her resignation, committee thanked City Clerk for information.</li> </ul>	Committee accepted resignation as presented.
5. Executive Session: Personnel -Section 2(c) (1)	<ul style="list-style-type: none"> <li>Committee entered into executive session at 7:32pm for section 2(c) (1).</li> <li>Committee exited from executive session at 7:39pm.</li> <li>Committee denied request presented by Commander Nelson.</li> </ul>	No action from executive session.

6. Committee Member Items	<ul style="list-style-type: none"><li>No items were presented.</li></ul>	No items were presented.
7. Review/Approve Minutes	<ul style="list-style-type: none"><li>Minutes were accepted as presented.</li></ul>	Minutes were accepted as presented.
8. Adjournment	<ul style="list-style-type: none"><li>Meeting was adjourned was adjourned at 8:35pm.</li></ul>	Meeting was adjourned at 8:35pm.

---

Richard Downey, Recorder, Rock Falls Personnel Committee