

Committee: Employee Concerns and Negotiations Committee

City Clerical Employees

Meeting Date and Time: January 14, 2015

Meeting Place: City Hall

Members Present: Judy Smith, Scott Diekemper, Jeff Taylor, Jo Hollenkamp

Other: Rita Jurgensmeyer, Kayla Voss, Martha Reinkensmeyer, Union Rep Judy Simpson, Union Rep James Shovlin

Brief Notes:

The meeting was opened, roll call taken and Jeff made a motion to accept the minutes from the November 17th Meeting and Judy seconded that motion.

No Public Comments.

Jeff made a motion to go into Executive Session and Scott seconded that motion. Jo Hollenkamp was invited in as well as Union Rep Judy Simpson, Rita Jurgensmeyer, Kayla Voss, Martha Reinkensmeyer, and Union Rep James Shovlin.

See Executive Session Notes

We are back in open session and Jeff makes a motion to adjourn and Judy Seconds it.

*Committee: Employee Concerns and Negotiation Committee
City Clerical Employees*

Meeting Date and Time: January 27, 2015

Meeting Place: City Hall

Members Present: Judy Smith, Scott Diekemper, Jeff Taylor, Jo Hollenkamp

*Others: Rita Jurgensmeyer, Kayla Voss, Martha Reinkensmeyer, Jamie Huffman, Union Rep
Judy Simpson, Union Rep James Shovlin, Kent Newkirk, Brenda Johnson, and Don Perez.*

Brief Notes:

The meeting was called to order, roll call was taken. Jeff made a motion to accept the January 14, 2015 minutes and Scott approved.

No public comments.

Jeff makes a motion to go into Executive Session and Scott seconds it. All in favor.

**See Executive Session Minutes*

Back in Regular Session.

We discuss meeting at 8:30 on the 17th to look at the newest proposal and coming up with our own counter.

Jeff made a motion to Adjourn and Scott seconded it. All in favor.

Committee: Employee Concerns and Negotiation Committee

City Clerical Employees

Meeting Date and Time: February 9, 2015

Meeting Place: City Hall

Members Present: Judy Smith, Scott Diekemper, Jeff Taylor, Jo Hollenkamp

Others, Brenda Johnson, and Jeremy Weh.

Brief Notes:

The meeting was called to order, roll call was taken. Scott made a motion to accept the January 27, 2015 minutes and Jeff approved.

No public comments.

Scott makes a motion to go into Executive Session and Jeff seconds it. All were in favor.

**See Executive Session Minutes*

Back in Regular Session.

I ask for a motion to take to Council changing the Permanent Part Time status of the Park Workers back to Temporary Part Time. Jeff makes the motion and Scott seconds it. All were in favor.

I ask for a motion to take to Council giving the Park Board permission to post and fill the Park Workers Positions they will need this coming summer. Jeff makes that motion and Scott seconds it. All were in favor.

I ask for a motion to take to Council allowing the Park Board to post for the position of a Pool Manager for the Summer of 2015. Scott makes that motion and Jeff seconds it. All were in favor.

I ask for a motion to take to Council allowing the Park Board to post and seeks applicants for the position of a Park Director. Scott makes that motion and Jeff seconds it. All were in favor.

I ask for a motion to take to Council permission to post for the position of a Maintenance Worker in the Street and Alley Department. Scott makes that motion and Jeff seconds it. All were in favor.

Jeff made a motion to Adjourn and Scott seconded it. All were in favor.

Committee: *Employee Concerns and Negotiation Committee
City Clerical Employees*

Meeting Date and Time: *February 17, 2015*

Meeting Place: *City Hall*

Members Present: *Judy Smith, Jeff Taylor, Jo Hollenkamp*

Members Absent: *Scott Diekemper*

Others: *Rita Jurgensmeyer, Kayla Voss, Martha Reinkensmeyer, Jamie Huffman, Union Rep Judy Simpson, Union Rep James Shovlin, and Don Perez.*

Brief Notes:

The meeting was called to order, roll call was taken. Jeff made a motion to accept the February 9, 2015 minutes and Judy approved.

No public comments.

Jeff makes a motion to go into Executive Session and Judy seconds it. All in favor.

**See Executive Session Minutes*

**Back in Regular Session.*

Red tagging the doors was discussed. This will need to be a discussion held with the City Council to see which way to go with it.

Jeff made a motion to Adjourn and Judy seconded it. All in favor.

Committee: *Employee Concerns and Negotiation Committee*

City Clerical Employees

Meeting Date and Time: *March 3, 2015*

Meeting Place: *City Hall*

Members Present: *Judy Smith, Jeff Taylor, Scott Diekemper, Jo Hollenkamp*

Members Absent:

Others: *Rita Jurgensmeyer, Kayla Voss, Martha Reinkensmeyer, Jamie Huffman, Union Rep James Shovlin, and Don Perez, Andy Wennerstrom*

Brief Notes:

The meeting was called to order, roll call was taken. Scott made a motion to accept the February 17th, 2015 minutes and Jeff approved.

No public comments.

We discussed the completed version of the Employee Handbook. It was noted that Jo and the heads of all departments have gone through this handbook at least 4 times. Judy stated that she has gone through it at least 4 times also. That Jo and Judy met with our Union Attorney, Mr. DeFranco, and went through the entire handbook. Any items he noted we discussed and amended. It received his blessing. Jeff made a motion that we take the Handbook to Council for approval and Scott seconded it.

Scott makes a motion to go into Executive Session and Jeff seconds it. All in favor.

**See Executive Session Minutes*

**Back in Regular Session.*

Scott made a motion to take to Council the tentative agreement we reached with the Clerical. Jeff seconded that motion. All were in favor.

Scott made a motion to Adjourn and Jeff seconded it. All in favor.

Employee Concerns Minutes

March 9, 2015

The meeting was called to order by Chairwoman Judy Smith at 5 p.m. on March 9, 2015 at Carlyle City Hall. Members present included Judy Smith, Jeff Taylor, and Scott Diekemper. Others present included Doris Elling, Geoff Jones, JoAnn Hollenkamp, and Martha Reinkensmeyer.

After reviewing the minutes from the March 3, 2015 meeting, Scott Diekemper made a motion to approve the minutes. Jeff Taylor seconded the motion. After roll call, all were found in favor.

The first item on the agenda was old business. There was no old business.

The second item on the agenda was new business. JoAnn stated that the employee handbook would not be presented at that night's City Council meeting. She explained that Mayor Burton could not attend this meeting and that the job descriptions had not been completed. No motions were made.

The third item on the agenda was public comments. There were no public comments.

The fourth item on the agenda was executive session for the purpose of discussing personnel. Jeff Taylor made a motion to enter into executive session. Scott Diekemper seconded the motion. After roll call, all were found in favor.

The fifth item on the agenda was voting on action taken during executive session. After exiting executive session, Scott Diekemper made a motion to submit Laura Christ's name to Council for hire as the new pool and concessions manager. Jeff Taylor seconded the motion. After roll call, all were found in favor. Jeff Taylor then made a motion to discuss amending the salary amount with Council. Scott Diekemper seconded the motion. After roll call, all were found in favor.

There were no other comments.

With no further business to discuss, Judy Smith made a motion to adjourn. Jeff Taylor seconded. With all in favor, the meeting adjourned at 5:47 p.m.

Respectfully submitted,
Martha Reinkensmeyer

Employee Concerns Minutes

April 13, 2015

The meeting was called to order by Chairwoman Judy Smith at 5:04 p.m. Members present included Judy Smith and Jeff Taylor. Scott Diekemper arrived after the meeting was in session. Others present included Mayor Mike Burton, JoAnn Hollenkamp, Chief Mark Pingsterhaus, Joe Heiligenstein, and Martha Reinkensmeyer.

After reviewing the minutes from the March 9, 2015 meeting, Jeff Taylor made a motion to approve the minutes. Judy Smith seconded the motion. Scott Diekemper was absent. After roll call, all were in favor.

There was no old business.

The second item on the agenda was new business. Judy asked Scott to get with Mark Pingsterhaus to set up dates to begin negotiations. There were no motions.

There were no public comments.

The fourth item on the agenda was the clerical contract. Judy reviewed the contract with the committee. There were no motions.

The fifth item on the agenda was drug testing and background checks. JoAnn asked if it was possible to drug test and conduct background checks on park hires. Joe Heiligenstein said that since the City was a drug-free work zone, it is within its rights to test the park hires. However, he believes that since many of the hires are minors, parental consent should be sought. He then presented the Committee a form that he created for parents to sign. Judy asked if it was possible to conduct random testing. JoAnn stated that random testing is very expensive and that other City employees are not randomly tested. Joe added that a policy and procedure needs to be in place for random testing. The discussion then turned to background checks. Chief stated that since the majority of park hires are minors, he would not be able to share the results of the background checks. JoAnn stated that she is concerned about preventing any potential sexual abuse situations. Judy Smith asked about vehicular infractions that could be on their records. Joe explained that the hires could go to the DMV and request a driving abstract to show their driving record. He added that they should be told this during the application process. No motions were made.

The sixth item on the agenda was park hires. JoAnn provided the Committee with a list of maintenance, umpires, scorekeepers, and bookkeepers that the Park Board is recommending to the Council for hire. She added that Ricky Huge and Ethan Cox will be working for the Electric Department this summer and will be painting. She added that it is possible that two additional maintenance workers may be hired. No motions were made.

The seventh agenda item was executive session. Scott Diekemper made a motion to enter executive session to discuss personnel and executive session minutes. Jeff Taylor seconded the motion. After roll call, all were found in favor. Mayor Burton, JoAnn Hollenkamp, and Martha Reinkensmeyer were asked to stay during executive session.

The eighth agenda item was voting on action taken during executive session. The Committee voted on approving and keeping closed executive session minutes. Please see the chart below. After roll call, all were found in favor.

Executive Session Minutes	Motion	First Motion	Second Motion
November 6, 2013	Approve and keep closed	Jeff Taylor	Scott Diekemper
December 4, 2013	Approve and keep closed	Scott Diekemper	Jeff Taylor
February 10, 2014	Approve and keep closed	Scott Diekemper	Jeff Taylor
April 11, 2014	Approve and keep closed	Scott Diekemper	Jeff Taylor
April 29, 2014	Approve and keep closed	Scott Diekemper	Jeff Taylor
May 6, 2014	Approve and keep closed	Scott Diekemper	Jeff Taylor
July 16, 2014	Approve and keep closed	Scott Diekemper	Jeff Taylor
October 3, 2014	Approve and keep closed	Scott Diekemper	Jeff Taylor
October 6, 2014	Approve and keep closed	Scott Diekemper	Jeff Taylor
November 7, 2014	Approve and keep closed	Scott Diekemper	Jeff Taylor
January 14, 2015	Approve and keep closed	Scott Diekemper	Jeff Taylor
January 27, 2015	Approve and keep closed	Scott Diekemper	Jeff Taylor
February 9, 2015	Approve and keep closed	Scott Diekemper	Jeff Taylor
February 17, 2015	Approve and keep closed	Scott Diekemper	Jeff Taylor
March 3, 2015	Approve and keep closed	Scott Diekemper	Jeff Taylor
March 9, 2015	Approve and keep closed	Scott Diekemper	Jeff Taylor

There were no other comments.

With no further business, Jeff Taylor made a motion for adjournment. Scott Diekemper seconded the motion. With all in favor, the meeting was adjourned at 5:31 p.m.

Respectfully submitted,
Martha Reinkensmeyer

Employee Concerns Committee Minutes

April 23, 2015

The meeting was called to order by Chairwoman Judy Smith at 8:35 a.m. on Thursday, April 23, 2015 at Carlyle City Hall. Committee members present included Judy Smith, Scott Diekemper, and Jeff Taylor. Others present included JoAnn Hollenkamp, Chief Mark Pingsterhaus, and Martha Reinkensmeyer.

After reviewing the April 13, 2015 minutes, Scott Diekemper made a motion to approve the minutes. Jeff Taylor seconded the motion. After roll call, all were found in favor.

The first item on the agenda was old business. Judy stated that park director interviews will be held on April 27 and 28. The interviews on the 27th will be held from 4 p.m. to 6:30 p.m. The interviews on the 28th will be held from 6 p.m. to 7 p.m. One interview will be conducted via phone. The Park Board will then make a decision at their May meeting and then it will be presented to Council at the first May meeting. JoAnn asked the Committee how applicants for the grass cutting position will be handled. Judy Smith stated that interviews will not be necessary. No motions were made.

There was no new business.

There were no public comments.

The fourth item on the agenda was executive session to negotiate with Chief Mark Pingsterhaus. Scott Diekemper made a motion to enter into executive session. Jeff Taylor seconded the motion. After roll call, all were found in favor.

The fifth item on the agenda was to vote on action taken during executive session. Judy Smith made a motion to offer Chief Mark Pingsterhaus a \$3,000 raise the first year of his contract and an additional raise of \$3,000 the second year. The raise will be retroactive back to February 1, 2015. Jeff Taylor seconded the motion. After roll call, all were found in favor.

With no further business to discuss, Scott Diekemper made a motion to adjourn. Jeff Taylor seconded the motion. With all in favor, the meeting was adjourned at 9:14 a.m.

Respectfully submitted,
Martha Reinkensmeyer

Employee Concerns Committee Minutes

April 27, 2015

The meeting was called to order by Chairwoman Judy Smith at 4 p.m. on April 27, 2015 at Carlyle City Hall. Committee members present included Judy Smith and Jeff Taylor. Scott Diekemper was absent. Others present included JoAnn Hollenkamp, Mayor Mike Burton, and Doris Elling.

After reviewing the minutes from the April 23, 2015, Jeff Taylor made a motion to approve the minutes. Judy Smith seconded the motion. After roll call, all were found in favor.

There was no old business.

There was no new business.

There were no public comments.

The fourth item on the agenda was executive session to interview applicants for park director. Jeff Taylor made a motion to enter into executive session. Judy Smith seconded the motion. After roll call, all were found in favor.

After exiting executive session and with no further business to discuss, Jeff Taylor made a motion to adjourn. Judy Smith seconded the motion. After roll call, all were found in favor. The meeting was adjourned.

Respectfully submitted,
Judy Smith

Edited by Martha Reinkensmeyer

Employee Concerns Committee Minutes

April 28, 2015

The meeting was called to order by Chairwoman Judy Smith at 6 p.m. on Tuesday, April 28, 2015 at Carlyle City Hall. Members present included Judy Smith and Jeff Taylor. Scott Diekemper was absent. Others present included JoAnn Hollenkamp, Mayor Mike Burton, and Doris Elling.

There was no old business.

There was no new business.

There were no public comments.

The fourth item on the agenda was executive session to interview park director candidates. Jeff Taylor made a motion to enter into executive session. Judy Smith seconded the motion. After roll call, all were found in favor.

After exiting executive session and with no further business to discuss, Jeff Taylor made a motion to adjourn. Judy Smith seconded the motion. With all in favor, the meeting was adjourned.

Respectfully submitted,
Judy Smith

Edited by Martha Reinkensmeyer

Employee Concerns Minutes

May 5, 2015

The meeting was called to order by Chairwoman Judy Smith at 3:02 p.m. at Case Halstead Library on Tuesday, May 5, 2015. Committee members present included Judy Smith, Scott Diekemper, and Jeff Taylor. Others present included JoAnn Hollenkamp, Mayor Mike Burton, and Martha Reinkensmeyer.

After reviewing the minutes from April 27, 2015, Jeff Taylor made a motion to approve the minutes. Scott Diekemper seconded the motion. After roll call, all were found in favor.

After reviewing the minutes from April 28, 2015, Jeff Taylor made a motion to approve the minutes. Scott Diekemper seconded the motion. After roll call, all were found in favor.

There was no old business.

There was no new business.

There were no public comments.

The fourth item on the agenda was executive session with the purpose to negotiate a contract with the city administrator. Scott Diekemper made a motion to enter into executive session. Jeff Taylor seconded the motion. After roll call, all were found in favor.

The fifth item on the agenda was voting on action taken during executive session. Jeff Taylor made a motion to offer City Administrator JoAnn Hollenkamp \$36.25 per hour or \$75,400 per year, four weeks of vacation, and a six month severance package. Scott Diekemper seconded the motion. After roll call, all were found in favor.

With no further business to discuss, Scott Diekemper made a motion to adjourn. Jeff Taylor seconded the motion. With all in favor, the meeting was adjourned at 3:42 p.m.

Respectfully submitted,
Martha Reinkensmeyer

Employee Concerns Minutes

May 26, 2015

The meeting was called to order by Chairwoman Judy Smith on Tuesday, May 26, 2015 at 8:27 p.m. at Case Halstead Library. Current members present included Judy Smith, Kent Newkirk, and Jeremy Weh. Previous members present included Jeff Taylor and Scott Diekemper. Others present included Mayor Bike Burton, JoAnn Hollenkamp, Brenda Johnson, Don Perez, and Jason Edwards.

The regular session minutes from the May 5, 2015 meeting were approved at the May 26, 2015 5 p.m. meeting.

After reviewing the April 27, 2015 executive session minutes, Scott Diekemper made a motion to approve the minutes. Jeff Taylor seconded the motion. After a voice vote, all were found in favor.

After reviewing the April 28, 2015 executive session minutes, Jeff Taylor made a motion to approve the minutes. Scott Diekemper seconded the motion. After a voice vote, all were found in favor.

After reviewing the May 5, 2015 executive session minutes, Scott Diekemper made a motion to approve the minutes. Judy Smith seconded the motion. After a voice vote, all were found in favor.

There were no public comments.

With no further business to discuss, Jeff Taylor made a motion to adjourn. Scott Diekemper seconded the motion. With all in favor, the meeting was adjourned.

Respectfully submitted,
Judy Smith

Edited by Martha Reinkensmeyer

Employee Concerns Minutes

May 26, 2015

The meeting was called to order by Chairwoman Judy Smith on Tuesday, May 26, 2015 at 5 p.m. at Carlyle City Hall. Members present included Judy Smith, Jeff Taylor, and Kent Newkirk. Others present included Mayor Mike Burton and JoAnn Hollenkamp.

After reviewing the May 5, 2015 minutes, Jeff Taylor made a motion to approve the minutes. Judy Smith seconded the motion. After a voice vote, all were found in favor.

The first item on the agenda was transferring an employee from the Water and Sewer Department to the Street and Alley Department. After examining the bid sheet, it was found that Ryan Drake was the only employee who applied for the Street and Alley position. Jeff Taylor made a motion to move Ryan Drake from the Water and Sewer Department to the Street and Alley Department. Kent Newkirk seconded the motion. After a voice vote, all were found in favor.

There was no old business.

There was no new business.

There were no other public comments.

There were no other comments.

With no further business to discuss, Kent Newkirk made a motion to adjourn. Jeff Taylor seconded the motion. With all in favor, the meeting was adjourned.

Respectfully submitted,
Judy Smith

Edited by Martha Reinkensmeyer

Employee Concerns Minutes

June 11, 2015

The meeting was called to order by Chairwoman Judy Smith on Thursday, June 11, 2015 at 11 a.m. at Carlyle City Hall. Members present included Judy Smith, Kent Newkirk, and Jeremy Weh. Others present included Devin Weh, Doris Elling, Brenda Johnson, Jeff Taylor, Mayor Mike Burton, JoAnn Hollenkamp, and Martha Reinkensmeyer.

After reviewing the minutes from the May 26, 2015 meeting held at 5 p.m., Kent made a motion to approve the minutes. Judy Smith seconded the motion. After a voice vote, all were found in favor.

After reviewing the minutes from the May 26, 2015 meeting held at 8:27 p.m., Jeremy made a motion to approve the minutes. Judy Smith seconded the motion. After a voice vote, all were found in favor.

The first item on the agenda was the part-time personnel policy manual. JoAnn stated that the manual will pertain to all part-time employees. She added that the Library and the Police Department have their own policies in place for part-time employees. This will be a cross reference for those manuals. Judy Smith asked if there will be a meeting where the manual will be gone over with the part-time employees. Judy added that it is well put together and needed. Kent Newkirk made a motion that the part-time personnel policy manual be taken to Council for approval. Judy Smith seconded the motion. After a voice vote, all were found in favor.

The second item on the agenda was rotary membership. JoAnn stated that in the past it has been customary that either the city administrator or the current mayor be a member of the Rotary Club. JoAnn added that most cities pay for the rotary membership. She explained that Bill Gruin paid for his own because he wanted to be a member of the Rotary as an individual person and not as a City employee. JoAnn added that she would like to be a member of the Rotary and is willing to pay her own membership. However, she would also like to join the YMCA Branch Board and cannot afford both memberships. The cost to join Rotary is \$350. Jeremy Weh made a motion to pay JoAnn's Rotary membership. Kent Newkirk seconded the motion. After a voice vote, all were found in favor.

The third item on the agenda was the YMCA Branch Board membership. JoAnn began by stating that she attended the first meeting of this organization and was asked to join. Each person asked to join was asked to gift the Board \$1,200. JoAnn feels that it will be a benefit to join this Board. By going to the first meeting she learned that Breese wants to move forward with a rec complex without a pool. After some discussion, JoAnn stated that she would investigate this group more and if she could pay a lower amount, she would pay the membership herself. No motions were made.

The fourth item on the agenda was executive session with the purpose to discuss personnel. Kent Newkirk made a motion to enter into executive session. Jeremy Weh seconded the motion. After a voice vote, all were found in favor.

The fifth item on the agenda was to vote on any action taken during executive decision. Judy Smith made a motion to hire Tyler Guthrie, Ben Schatz, and Autumn Walker for additional park hires. Jeremy Weh seconded the motion. After a voice vote, all were found in favor.

There was no old business.

There was no new business.

There were no public comments.

There were no other comments.

With no further business to discuss, Judy Smith made a motion to adjourn. Kent Newkirk seconded the motion. With all in favor, the meeting adjourned at 11:47 a.m.

Respectfully submitted,
Martha Reinkensmeyer

Employee Concerns Minutes

June 22, 2015

The meeting was called to order by Chairwoman Judy Smith at 4:30 p.m. on Monday, June 22, 2015 at Carlyle City Hall. Members present included Judy Smith, Jeremy Weh, and Kent Newkirk. Others present included John Hodapp, Mayor Mike Burton, JoAnn Hollenkamp, Doris Elling, Geoff Jones, and Martha Reinkensmeyer.

After reviewing the minutes from the June 11, 2015 minutes, Kent Newkirk made a motion to approve the minutes. Jeremy Weh seconded the motion. After a voice vote, all were found in favor.

The first item on the agenda was executive session to discuss personnel. Jeremy Weh made a motion to enter into executive session. Kent Newkirk seconded the motion. After a voice vote, all were found in favor.

The second item on the agenda was to vote on action taken during executive session. Jeremy Weh made a motion to recommend to Council to hire Chad Hunt and Dale Kampwerth as year-round part-time maintenance workers. Kent Newkirk seconded the motion. After a voice vote, all were found in favor. Kent Newkirk made a motion to recommend to Council to offer John Hodapp a \$2,000 stipend for having managed the maintenance department of the Parks. Jeremy Weh seconded the motion. After a voice vote, all were found in favor.

There was no old business.

There was no new business.

There were no public comments.

There were no other comments.

With no further business to discuss, Jeremy Weh made a motion to adjourn. Kent Newkirk seconded the motion. With all in favor, the meeting was adjourned at 6:16 p.m.

Respectfully submitted,
Martha Reinkensmeyer

Employee Concerns Minutes

June 24, 2015

The meeting was called to order by Chairwoman Judy Smith at 10:30 a.m. on Wednesday, June 24, 2015 at Carlyle City Hall. Members present included Judy Smith, Kent Newkirk, and Jeremy Weh. Others present included John Hodapp, Mayor Mike Burton, Jo Hollenkamp, Doris Elling, and Geoff Jones.

After reviewing the minutes from the June 22, 2015 meeting, Kent Newkirk made a motion to approve the minutes. Jeremy Weh seconded the motion. After a voice vote, all were found in favor.

The first item on the agenda was Executive Session to discuss personnel. Kent Newkirk made a motion to go into Executive Session. Jeremy Weh seconded the motion. After a voice vote, all were found in favor.

**See Executive Session Notes

The second item on the agenda was to vote on action taken during Executive Session. No vote was needed.

A date was set to meet with Laborers' Local 773 on August 4, 2015 at 9:00 a.m. at Carlyle City Hall.

There was no old business.

There was no new business.

There were no public comments.

With no further business to discuss, Jeremy made a motion to adjourn. Kent Newkirk seconded the motion. After a voice vote, all were found in favor and the meeting was adjourned at 12:10 p.m.

Respectfully submitted,
Judy Smith

Employee Concerns Minutes

August 10, 2015

The meeting was called to order by Chairwoman Judy Smith at 10:00 a.m. on Monday, August 10, 2015 at Carlyle City Hall. Members present included Judy Smith, Kent Newkirk, and Jeremy Weh. Others present included Jo Hollenkamp, Brenda Johnson, Andy Wennerstrom, Joe Behrman, Larry Peppenhorst, Mayor Mike Burton, and Devin Weh.

After reviewing the minutes from the June 24, 2015 meeting, Kent Newkirk made a motion to approve the minutes. Jeremy Weh seconded the motion. After a voice vote, all were found in favor.

The first item on the agenda was Executive Session to discuss personnel. Jeremy Weh made a motion to go into Executive Session. Kent Newkirk seconded the motion. After a voice vote, all were found in favor.

**See Executive Session Notes

We returned to open session.

There was no old business.

There was no new business.

There were no public comments.

With no further business to discuss, Kent Newkirk made a motion to adjourn. Jeremy Weh seconded the motion. After a voice vote, all were found in favor and the meeting was adjourned.

Respectfully submitted,
Judy Smith

Employee Concerns Minutes

August 24, 2015

The meeting was called to order by Chairwoman Judy Smith at 2:00 p.m. on Monday, August 24, 2015 at Carlyle City Hall. Members present included Judy Smith, Kent Newkirk, and Jeremy Weh. Others present included Jo Hollenkamp, Andy Wennerstrom, Danny Brandmeyer, Union Rep James Shovin, and Mayor Mike Burton.

After reviewing the minutes from the August 10, 2015 meeting, Jeremy Weh made a motion to approve the minutes. Kent Newkirk seconded the motion. After a voice vote, all were found in favor.

The first item on the agenda was Executive Session to discuss personnel. Jeremy Weh made a motion to go into Executive Session. Kent Newkirk seconded the motion. After a voice vote, all were found in favor.

**See Executive Session Notes

There was no old business.

There was no new business.

There were no public comments.

With no further business to discuss, Jeremy Weh made a motion to adjourn. Judy Smith seconded the motion. After a voice vote, all were found in favor and the meeting was adjourned.

Respectfully submitted,
Judy Smith

Employee Concerns Minutes

September 8, 2015

The meeting was called to order by Chairwoman Judy Smith at 10:45 a.m. on Tuesday, September 8th, 2015 at Carlyle City Hall. Members present included Judy Smith, Kent Newkirk, and Jeremy Weh. Others present included Jo Hollenkamp, Andy Wennerstrom, Larry Peppenhorst, and Union Rep James Shovin.

After reviewing the minutes from the August 24, 2015 meeting, Jeremy Weh made a motion to approve the minutes. Kent Newkirk seconded the motion. After a voice vote, all were found in favor.

The first item on the agenda was Executive Session to discuss personnel. Kent Newkirk made a motion to go into Executive Session. Jeremy Weh seconded the motion. After a voice vote, all were found in favor.

**See Executive Session Notes

There was no old business.

There was no new business.

There were no public comments.

With no further business to discuss, Jeremy Weh made a motion to adjourn. Judy Smith seconded the motion. After a voice vote, all were found in favor and the meeting was adjourned.

Respectfully submitted,
Judy Smith

Employee Concerns Minutes

September 10, 2015

The meeting was called to order by Chairwoman Judy Smith at 10:45 a.m. on Thursday, September 10th, 2015 at Carlyle City Hall. Members present included Judy Smith and Jeremy Weh. Others present included Jo Hollenkamp, Park Director Derrick Spanton, and Park Board Chairman Doris Wells Elling. Kent Newkirk was absent.

The first item on the agenda was Executive Session to discuss personnel. Jeremy Weh made a motion to go into Executive Session. Judy Smith seconded the motion. After a voice vote, all were found in favor.

**See Executive Session Notes

Jeremy Weh made a motion to take Elijah Isaak's name to Council as the second \$12.00 an hour part time temporary year round park maintenance worker. Judy Smith seconded this motion. After a voice vote, all were found in favor.

There was no old business.

New Business we discussed was the possible hiring of a full time Maintenance Supervisor who would receive benefits. This person would answer to the Park Director, City Administrator and Mayor.

Jeremy made a motion to take this new job position to Council on Monday night, Judy seconded the motion. After a voice, vote all were found in favor.

There were no public comments.

With no further business to discuss, Jeremy Weh made a motion to adjourn. Judy Smith seconded the motion. After a voice vote, all were found in favor and the meeting was adjourned.

Respectfully submitted,

Judy Smith

Employee Concerns Minutes

September 22, 2015

The meeting was called to order by Chairwoman Judy Smith at 10:45 a.m. on Tuesday, September 22nd, 2015 at Carlyle City Hall. Members present included Judy Smith, Kent Newkirk, and Jeremy Weh. Others present included Jo Hollenkamp, Park Director Derrick Spanton, and Mayor Burton.

Jeremy Weh made a motion to approve the minutes from the September 8th, 2015 meeting and Kent Newkirk seconded that motion. After a voice vote was taken, all were found in favor. Jeremy Weh made a motion to approve the minutes of the September 10, 2015 meeting and Kent Newkirk seconded that motion. After a voice vote, all were found in favor.

There was no Old Business.

There was no New Business.

There were no public comments.

The Job Description for the Full Time Park Maintenance Supervisor position was read and approved for publication in the newspapers. We are putting an end date to accept applications of October 16th, 2015.

At this time Park Director Derek Spanton left the meeting.

Kent made a motion to go into Executive Session at this time and Jeremy Weh seconded that motion.

****See Executive Session Minutes

There was no action to vote on.

Kent made a motion to adjourn and Jeremy Weh seconded that motion. After a voice vote, all were found in favor. The meeting was adjourned.

Respectfully submitted,

Judy Smith

Employee Concerns Minutes

October 13, 2015

The meeting was called to order by Chairwoman Judy Smith at 830 a.m. on Tuesday, October 13, 2015 at Carlyle City Hall. Members present included Judy Smith, Kent Newkirk, and Jeremy Weh. Others present included Jo Hollenkamp, Union Rep James Slovin, Andy Wennerstrom, Larry Peppenhorst, and Joe Behrman.

Kent Newkirk made a motion to approve the minutes from the September 22, 2015 meeting and Jeremy Weh seconded that motion. After a voice vote was taken, all were found in favor.

There was no Old Business.

There was no New Business.

There were no public comments.

Jeremy Weh made a motion to go into Executive Session at this time and Kent Newkirk seconded that motion.

****See Executive Session Minutes

There was no action to vote on.

Kent made a motion to adjourn and Jeremy Weh seconded that motion. After a voice vote, all were found in favor. The meeting was adjourned.

Respectfully submitted,

Judy Smith

Employee Concerns Minutes

October 15, 2015

The meeting was called to order by Chairwoman Judy Smith at 4:00 p.m. on Thursday, October 15, 2015 at Carlyle City Hall. Members present included Judy Smith, Kent Newkirk, and Jeremy Weh. Others present included Jo Hollenkamp, and John Hodapp.

Kent Newkirk made a motion to approve the minutes from the October 13, 2015 minutes and Jeremy Weh seconded that motion. After a voice vote was taken, all were found in favor.

There was no Old Business.

There was no New Business.

There were no public comments.

Kent Newkirk made a motion to go into Executive Session at this time and Jeremy Weh seconded that motion. After a voice vote all were found in favor.

****See Executive Session Minutes

Jeremy Weh made a motion to take Ethan Cox's name to Council as the replacement for Paul Becker in the Electric Department. Kent Newkirk seconded that motion. After a voice vote, all were found in favor.

Jeremy Weh made a motion to adjourn and Judy Smith seconded that motion. After a voice vote, all were found in favor. The meeting was adjourned.

Respectfully submitted,

Judy Smith
Employee Concerns Committee Chairman

Employee Concerns Minutes

October 19, 2015

The meeting was called to order by Chairwoman Judy Smith at 9:45 a.m. on Monday, October 19, 2015 at Carlyle City Hall. Members present included Judy Smith, Kent Newkirk, and Jeremy Weh. Others present included Jo Hollenkamp, and Mayor Burton.

Kent Newkirk made a motion to approve the minutes from the October 15, 2015 minutes and Jeremy Weh seconded that motion. After a voice vote was taken, all were found in favor.

Under Old Business it was stated that in the future all applications for any City Job would be viewed by the Employee Concerns Committee, Jo, and the appropriate Department Head. As a group it would be determine who from the pool of applications would move forward to be interviewed.

There was no New Business.

There were no public comments.

Jeremy Weh made a motion to go into Executive Session at this time and Kent Newkirk seconded that motion. After a voice vote all were found in favor.

****See Executive Session Minutes

Jeremy Weh made a motion to adjourn and Kent Newkirk seconded that motion. After a voice vote, all were found in favor. The meeting was adjourned.

Respectfully submitted,

Judy Smith
Employee Concerns Committee Chairman

Employee Concerns Minutes

November 9, 2015

The meeting was called to order by Chairwoman Judy Smith at 9:45 a.m. on Monday, November 9, 2015 at Carlyle City Hall. Members present included Judy Smith, Kent Newkirk, and Jeremy Weh. Others present included Jo Hollenkamp, and Mayor Burton.

Kent Newkirk made a motion to approve the minutes from the October 19, 2015 minutes and Jeremy Weh seconded that motion. After a voice vote was taken, all were found in favor.

There was no Old Business.

New Business: I reminded everyone that on Thursday, November 12, 2015 at 6:00 pm we will be interviewing for the Maintenance Supervisor position for Parks.

There were no public comments.

Kent Newkirk made a motion to go into Executive Session at this time and Jeremy Weh seconded that motion. After a voice vote all were found in favor.

****See Executive Session Minutes

No action was taken.

There were no other comments.

Jeremy Weh made a motion to adjourn and Kent Newkirk seconded that motion. After a voice vote, all were found in favor. The meeting was adjourned.

Respectfully submitted,

Judy Smith
Employee Concerns Committee Chairman

Employee Concerns Minutes

November 12, 2015

The meeting was called to order by Chairwoman Judy Smith at 6:00 p.m. on Thursday, November 12, 2015 at Carlyle City Hall. Members present included Judy Smith, Kent Newkirk, and Jeremy Weh. Others present included Jo Hollenkamp, Park Director Derek Spanton and Mayor Burton.

Kent Newkirk made a motion to approve the minutes from the November 9th, 2015 minutes and Judy Smith seconded that motion. After a voice vote was taken, all were found in favor.

There was no Old Business.

There were no public comments.

Kent Newkirk made a motion to go into Executive Session at this time and Judy Smith seconded that motion. After a voice vote all were found in favor.

****See Executive Session Minutes

Judy Smith made motion to continue to advertise for a Park Maintenance Supervisor and that our advertisement should run until the position is filled. Kent Newkirk seconded that motion. After a voice vote, all were found to be in favor.

There were no other comments.

Jeremy Weh made a motion to adjourn and Kent Newkirk seconded that motion. After a voice vote, all were found in favor. The meeting was adjourned.

Respectfully submitted,

Judy Smith
Employee Concerns Committee Chairman

Employee Concerns Minutes

November 30, 2015

The meeting was called to order by Chairwoman Judy Smith at 8:45 a.m. on Monday, November 30, 2015 at Carlyle City Hall. Members present included Judy Smith, Kent Newkirk, and Jeremy Weh. Others present included Jo Hollenkamp, Andy Wennerstrom, Larry Peppenhorst, Joe Behrmann, Union Rep James Shovin , and Mayor Burton.

Jeremy Weh made a motion to approve the minutes from the November 12th, 2015 minutes and Kent Newkirk seconded that motion. After a voice vote was taken, all were found in favor.

There was no Old Business.

There was no New Business.

There were no public comments.

Jeremy Weh made a motion to go into Executive Session at this time and Kent Newkirk seconded that motion. After a voice vote all were found in favor.

****See Executive Session Minutes

There were no other comments.

Kent Newkirk made a motion to adjourn and Jeremy Weh seconded that motion. After a voice vote, all were found in favor. The meeting was adjourned.

Respectfully submitted,

Judy Smith
Employee Concerns Committee Chairman

Employee Concerns Minutes

December 1, 2015

The meeting was called to order by Chairwoman Judy Smith at 9:45 a.m. on Tuesday, December 1, 2015 at Carlyle City Hall. Members present included Judy Smith, Kent Newkirk, and Jeremy Weh. Others present included Jo Hollenkamp, and Mayor Burton.

Kent Newkirk made a motion to approve the minutes from the November 30, 2015 minutes and Jeremy Weh seconded that motion. After a voice vote was taken, all were found in favor.

There was no Old Business.

We, as a Committee, decided that we would finish with Water Negotiations before moving onto Electric Department. If Street and Alley breaks away from the Water Department as their own bargaining unit then we will deal with them before Electric.

There were no public comments.

Jeremy Weh made a motion to go into Executive Session at this time and Kent Newkirk seconded that motion. After a voice vote all were found in favor.

****See Executive Session Minute

Kent Newkirk made a motion to adjourn and Jeremy Weh seconded that motion. After a voice vote, all were found in favor. The meeting was adjourned.

Respectfully submitted,

Judy Smith
Employee Concerns Committee Chairman

Employee Concerns Minutes

December 9, 2015

The meeting was called to order by Chairwoman Judy Smith at 3:00 p.m. on December 9, 2015 at Carlyle City Hall. Members present included Judy Smith and Kent Newkirk. Others present included Jo Hollenkamp, Jason Edwards, and Mayor Burton. Jeff Taylor came late and joined Executive Session after it was in progress.

Kent Newkirk made a motion to approve the minutes from the December 1, 2015 minutes and Judy Smith seconded that motion. After a voice vote was taken, all were found in favor.

There was no Old Business.

There was no New Business.

There were no Public Comments.

Kent made a motion to go into Executive Session and Judy Smith seconded that motion. After a voice vote, all were found in favor.

We returned to Open Session.

Judy Smith makes a motion that on Monday night we recommend that Mayor Burton dismiss Steve Lappe. Kent Newkirk seconded the motion. After a voice vote all were found in favor. Jeremy Weh is not here but he is on board with dismissal. Jo did put Executive Session on the Water Meeting in case they need to start strategizing. Her recommendation is that they do nothing for a while.

Kent Newkirk makes a motion to adjourn and Judy Smith seconds that motion. After a voice vote, all were found in favor.

Respectfully submitted,
Judy Smith

Chairman of Employee Concerns and Negotiations