

**VILLAGE OF CHERRY VALLEY, IL  
"SPECIAL" PERSONNEL COMPENSATION AND BENEFITS  
COMMITTEE MEETING MINUTES  
TUESDAY JANUARY 13, 2015**

**CHAIRMAN:** JOANN HUDSON  
**MEMBERS:** SALLY HOLLEMBEAK GARY MAITLAND

**Chairman JoAnn Hudson called the Personnel Compensation and Benefits meeting to order at 6:30PM. A Roll Call was taken:**

JOANN HUDSON	PRESENT
SALLY HOLLEMBEAK	ABSENT
GARY MAITLAND	PRESENT

Also present: President Jim E. Claeysen, Treasurer Karen Melloch, Trustee David Schroeder, Public Works Director Chuck Freeman, Chief of Police Larry Neville, and Clerk Dana Ward. Trustee Stephen Appell entered at 6:35.

**ADOPT THE AGENDA:** Chairman Hudson moved to adopt the agenda. Trustee Maitland seconded. All "Aye"; none opposed. Motion carried by voice vote.

**APPROVE THE MINUTES:** December 15, 2014. Chairman Hudson moved to approve the minutes for December 15, 2014. Trustee Maitland seconded. All "Aye"; none opposed. Motion carried by voice vote.

**PUBLIC COMMENT:** None.

**CHAIRMAN REMARKS:** None.

**NEW BUSINESS:**

1. Discussion and Presentation of Ideas for Administration Office Employees. Trustee Hudson presented her ideas regarding the restructuring of the administration office, outlining the positions and duties. Much discussion ensued. Trustee Maitland expressed his concern regarding the front desk receptionist, stating that an immediate decision would need to be made regarding if this should be a full-time or part-time position. Chairman Hudson noted that economic development could be outsourced. Chairman Hudson added that one advantage to this plan would be that there would be more "segregation of duties". Chairman Hudson and Trustee Maitland agreed that there needs to be attorney input regarding these positions, to be sure that the Village is compliant with state statutes. Chairman Hudson stated that she would like to have a SPECIAL PERSONNEL meeting, perhaps January 20, 2015, for more discussion with Trustee Hollembeak and to send this discussion to the Village Board for full member review.
2. New Hire for Maintenance Worker I for the Public Works Department. Public Works Director Chuck Freeman has completed interviews for the Maintenance Worker 1 position for the Public Works department and recommended hiring Steven Haas,

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Jr. Chairman Hudson moved to send to the Village Board an approval to hire Steven Haas, Jr. as a Maintenance Worker I employee for the Public Works Department with an hourly rate of \$15.50 per hour, and with a starting date of January 26, 2015. Trustee Maitland seconded. All "Aye"; none opposed. Motion carried by voice vote.

**UNFINISHED BUSINESS:** None.

**CHAIRMAN'S COMMENTS:** Employee Handbook. Chairman Hudson would like to complete the handbook and will ask President Claeysen to add this to the next Village Board meeting agenda.

**ADJOURNMENT:** Chairman Hudson moved to adjourn at 6:52PM. Trustee Maitland seconded. All "Aye"; none opposed. Motion carried by voice vote.

Recorded by Village Clerk Dana Ward.

Minutes reviewed by Chairman JoAnn Hudson on January 27, 2015.

**AGENDA  
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TUESDAY JANUARY 13, 2015  
6:30PM**

**CHAIRMAN:** JOANN HUDSON

**MEMBERS:** SALLY HOLLEMBEAK

GARY MAITLAND

**ROLL CALL:**

**ADOPT THE AGENDA:**

**APPROVE THE MINUTES:** December 15, 2014.

**PUBLIC COMMENT:**

**CHAIRMAN REMARKS:**

**NEW BUSINESS:**

1. Discussion and Presentation of Ideas for Administration Office Employees.
2. New Hire for Maintenance Worker I for the Public Works Department.

**UNFINISHED BUSINESS:**

**CHAIRMAN’S COMMENT:** Employee Handbook.

**ADJOURNMENT:**

JH (01-09-15)