
COUNCIL PROCEEDINGS

VILLAGE OF GEORGETOWN, OHIO

MINUTES

Human Resources Committee Meeting Village of Georgetown February 25, 2020

The Village of Georgetown Human Resources Committee convened in regular session on Tuesday, February 25, 2020 from 4:00 p.m. until 5:21 p.m. in the Georgetown Municipal Building, Council Chambers. Chairperson Cornette called the meeting to order with the following council members present: Councilmember Buddy Coburn and Councilmember Andy Clift. Employees present: Mayor Dale Cahall, Administrator Tyler Thompson, and Fiscal Officer Natalie Newberry.

GENERAL BUSINESS:

The minutes of the scheduled Human Resources Committee meeting held on January 23, 2020 were reviewed. It was the consensus of the committee to approve the minutes.

Implementing a Council Code of Conduct was brought to the table. At this time the committee has not received the draft back from Solicitor Braun where he was going to add in the ORC language regarding executive sessions. Discussion held. It was the consensus of the committee to have Councilmember Clift get with Solicitor Braun to finalize a copy. The committee tabled further discussion until the next meeting when they could review a finalized copy of the text and resolution; after that they plan to take their recommendation to Council for consideration and passage of the resolution.

Councilmember Clift brought the topic of the Ad Hoc Committee discussing a new council member packet to the table. Councilmember Clift and Cornette were on the Ad Hoc Committee and concluded that this was over redundant with the code of conduct. Solicitor Braun does have a packet that Strauss Troy law firm typically reviews with newly elected officials.

Updating the current pay scale was brought to the table for discussion. Administrator Thompson presented a salary survey with a minimum and maximum salary range for each job title within the Village. The maximums would be considered a cap out amount; therefore, an employee maxed out would receive a lump sum bonus in lieu of a cost of living raise that would still be earnable salary to OP&F and OPERS. Having minimums and maximums will allow for flexibility when hiring individuals with years of prior experience. Administrator Thompson informed the committee that this was only a salary comparison not one including benefits; and that just the salary aspect of this would affect the general fund by approximately \$25,885. Discussion held on implementing the proposed scale. The committee concluded that implementing a new pay scale was just

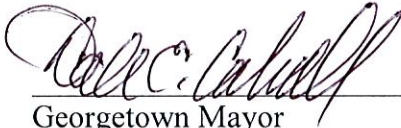
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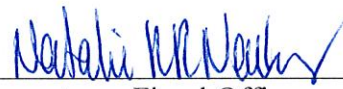
step one and that in the near future reviewing and updating the current job descriptions was a must as well as reviewing the benefits package offered to employees. The committee also concluded that the minimum/maximum ranges needed to be reviewed every two years. Administrator Thompson will get a grid showing ranges for implementation to the committee for review.

ANNOUNCEMENTS:

The committee set the next meeting for Thursday, March 12, 2020 at 3:00 p.m. in the Georgetown Municipal Building, Council Chambers. Meeting adjourned.



Georgetown Mayor



Georgetown Fiscal Officer