

Personnel Review Board
Meeting Minutes
Remote Access
November 19, 2020
Page 1

2020 NOV 20 PM 3:05

Present: Rik Wells, Chairman
Talivaldis Maidelis
Steve Negri
Cathy Patterson

Absent: Edward Murphy

Also Present: Joyce Sauchuk, Human Resources Director, Gary Schneider, Director of Public Works

Chairman Wells called the November 19, 2020 Personnel Review Board Meeting to order at 6:28pm.

1. Review and approval of the Meeting Minutes of February 20, 2020

MOTION: Mr. Negri made a Motion to approve the February 20, 2020 Meeting Minutes of the Personnel Review Board. Seconded by Mr. Maiedlis (3-0-1); (C. Patterson abstained)

2. Job Description: Assistant Mechanic

Discussion took place regarding updated job description; clerical amendments recommended by Board members.

MOTION: Mr. Negri made a Motion to approve the Assistant Mechanic Job Description with revisions outlined. Seconded by Ms. Patterson. (4-0) Unanimous.

3. 2021 Personnel Review Board Meeting Dates

MOTION: Mr. Negri made a Motion to approve the Personnel Review Board's 2021 meeting dates as presented. Seconded by Ms. Patterson (4-0); Unanimous.

MOTION: Mr. Negri made a motion to adjourn the Personnel Review Board Regular Meeting of November 19, 2020 at 6:52pm. Seconded by Ms. Patterson (4-0) Unanimous.

Respectfully Submitted,



Joyce Sauchuk, Acting Secretary