

**PERSONNEL COMMITTEE
MINUTES OF MEETING
January 14th, 2021
5:00 P.M.**

Present: DeWayne Ramsey, Ben Bridges, John Watley and Nathan Pilgreen. Also present: Johnny Buckley, Brenda Abercrombie, Ceis Nyegaard, L.W. Nolan, Lane Rugg, Brian Nyegaard, Scott Williams and Mike Thurston.

Mr. Ramsey called the meeting to order. Mr. Watley led the group in prayer.

Motion Mr. Pilgreen, seconded by Mr. Bridges and declared adopted by unanimous vote to approve the agenda as written.

Motion Mr. Watley, seconded by Mr. Bridges to approve the minutes of the January 5th, 2021 meeting. Motion carried unanimously.

A brief discussion was held concerning overtime for the Landfill office workers. An issue was brought to the Secretary/Treasurer's attention that there was an incident where an office worker had to stay through lunch and was not compensated or given time off. The overtime incident was unavoidable. The Secretary/Treasurer stated that this discussion was for information purposes only. The Secretary/Treasurer reported that if this happened again the office worker would be compensated for the overtime worked. **No action taken.**

A lengthy discussion was held regarding daily operations of the road department. Lane Rugg, Road Superintendent and the three area supervisors were in attendance (Brian Nyegaard, Scott Williams and Mike Thurston). Mr. Bridges asked the three supervisors what their daily activities consist of. Mr. Ramsey questioned whether a scope of work was given out at the beginning of a work week. The three supervisors were asked what tools and/or people do they need to adequately do their job. The issues that were previously discussed were also addressed:

- Lack of employees necessary to do the day to day jobs
- There is no follow up to determine if the work has actually been performed.
- Why is the pothole patching random? Why miss potholes on a road that is being patched?
- Do the supervisors know what is on the complaint list?
- Lack of training for motor graders
- Delegating responsibilities
- Scope of work – weekly work schedule
- Motor grader schedule
- Lack of working equipment
- Vacation approval

There being no more business to come before the committee, Mr. Ramsey declared the meeting adjourned upon motion by Mr. Bridges and duly seconded by Mr. Pilgreen on this the 14th day of January, 2021.

DeWayne Ramsey, Chairman
Paula Strickland, Secretary/Treasurer