

Personnel Committee Meeting – December 08, 2020

The Personnel Committee of the City of Aledo met in Open Session via video communications on December 08, 2020. Committee Chair BERTRAND called the meeting to order at 6:00 P.M. The roll was called, whereupon the following committee members answered present:

Aldermen ILA BERTRAND, MICHAEL CHAUSSE, DENNIS DIXON and JIM HOLMES.
Mayor CHRISTOPHER HAGLOCH.

Also present were TERRY BEWLEY, Alderman, BARRY COOPER, Alderman, CHRIS KOPP, Alderman, LINDA SARABASA, Alderman, CHRIS SULLIVAN, City Administrator / Chief of Police, JUSTIN BLASER, Director of Public Works & Utilities, and JAROD DALE, City Clerk.

Minutes: Motion was made by ALD. Holmes and seconded by ALD. Bertrand to approve the committee meeting minutes of 10/13/20 as presented. A Unanimous voice vote followed in agreement.

ALD. Chausse arrived at 6:04 p.m.

Public Comment: No Report.

Old Business: No Report.

New Business:

Discussion hiring a Full-time Front Desk Clerk / Receptionist:

The City of Aledo received eleven (11) applications for the position of Front Desk Clerk / Receptionist position at City Hall. Of those, four (4) were interviewed for the position on 12/06/20. The interview committee has made a recommendation to hire Kathryn Martin of Aledo. Kate is a 2008 graduate from Aledo High School. If approved by the City Council, hire date to begin on 12/21/20.

Motion was made by ALD. Chausse and seconded by ALD. Dixon to approve the recommendation to hire Kathryn Martin for the position of Front Desk Clerk / Receptionist effective 12/21/20 and move to the City Council for final approval. A Unanimous voice vote followed in agreement.

ADMINISTRATOR Sullivan provided an update to the Committee regarding the Water / Wastewater position. The job description has been updated and advertising to be sent

out for the position. Will post the job announcement on the City's website and advertise in the Aledo Times Record.

ADMINISTRATOR Sullivan reported Officer Brown has resigned as a full-time Police Officer effective 11/29/20 and will be rehired as part-time police officer.

ADJOURNMENT: There being no further business, motion was made by ALDERMAN DIXON and seconded by ALDERMAN HOLMES that the meeting be adjourned. Unanimous voice vote followed in agreement. Meeting was adjourned at 6:11 P.M.

Jarod M. Dale, City Clerk