

**MINUTES OF THE EXECUTIVE SESSION OF THE
PERSONNEL COMMITTEE MEETING OF THE CITY COUNCIL OF THE
CITY OF COLUMBIA, ILLINOIS HELD MONDAY, AUGUST 25, 2008 IN THE
COUNCIL ROOM OF CITY HALL**

I. CALL TO ORDER

Chairman Niemietz called the Executive Session of the Personnel Committee Meeting of the City of Columbia, Illinois to order at 7:09 p.m.

Upon Roll Call, the following members were:

Present: Chairman Niemietz and Aldermen Ebersohl (arrived at 7:15 p.m.), Hejna and Stumpf.

Absent: None.

Quorum Present.

Others Present: Mayor Hutchinson and Aldermen Agne, Unnerstall, Row and Oberkfell.

Administrative Staff Present: City Engineer Ron Williams and Deputy Clerk Donna Mehaffey.

Guests Present: Christopher Volkman, Assistant City Engineer candidate

II. EXECUTIVE SESSION – ASSISTANT CITY ENGINEER INTERVIEW

Chairman Niemietz introduced Mr. Christopher C. Volkman to the Mayor and Council. Several Aldermen questioned Mr. Volkman with his response following the question.

Alderman Stumpf:

- What are your best attributes?/Knowledge and get along with others and customer service.
- What about IDOT specs and road work?/Excellent-worked for IDOT and has contacts with IDOT.
- Tests on concrete?/Yes.
- # of most people managed or supervised?/3, but a lot of management training.
- Familiar with terms?/Yes.
- Hydraulic Pull Test?/Pull off test for concrete.
- Can you use laser levels?/Yes.
- Prepare simple plans, curb and gutter, etc.?/No CAD, but freehanded plans.
- Largest project?/\$2 Million on Belleville Streetscape Project

Alderman Oberkfell:

- Education and PE?/Civil Engineer held down if no PE. License for accountability gives creditability.

Alderman Row:

- Experience in water and sewer plants?/No experience.

Mayor Hutchinson:

- Anyone in the City Council you have spoken to before tonight?/Alderman Niemietz during previous interview.

Alderman Unnerstall:

- Hourly or salaried position?/No talk of price and will wait until after interview process, no preference.
- Describe your strengths and weaknesses./Strengths are technical and work with IDOT researching bridges, etc., investigated materials, explained work with IDOT, communication is good, deal with employees and appreciate your employees. No weaknesses.

Alderman Stumpf:

- Familiar or used GIS systems?/City of Belleville now using for fire hydrants. Archview is brand of GIS.

Mr. Volkman thanked the Council for letting him come back for the interview and left at 7:30 p.m.

Alderman Niemietz stated she wanted to speak to City Engineer Williams and prepare for the next Council Meeting.

City Engineer Williams said Mr. Volkman's plus is his construction work is good. He also stated not any of the three applicants have any management experience. Mr. Williams recommended Mr. Wes Searcy of Sunset Hills, Missouri. Mr. Searcy set up the GIS at Sunset Hills and is knowledgeable about it. Mr. Williams also stressed he knows Mr. Searcy can do the job. Mr. Williams said there are no waterlines on our computer system and the GIS System needs to be done.

Alderman Unnerstall stated he thought all three applicants were good, but recommended for Mr. Williams to make Mr. Searcy an offer. Mr. Williams said Mr. Searcy wants to keep his 4 weeks of vacation per year and is very important to him.

Alderman Stumpf asked Mr. Williams how Mr. Searcy would get along with the DOPW. Mr. Williams said Mr. Searcy gets tasks down and gets along with people and residents.

Alderman Niemietz said if Mr. Searcy was paid hourly, the hours are approved by the Department Head and Larry Kremmel; the previous Assistant was paid hourly.

Alderman Unnerstall stated he worried it is a management position and it sets a precedence if the City changes it for one person and is more comfortable to go salaried and offer 2 or 3 weeks vacation. Alderman Hejna agreed the position needs to be salaried.

Mayor Hutchinson said a fix would be to bring him on salaried and then offer vacation.

Alderman Hejna stated she cannot go with a new employee receiving 4 weeks of vacation.

Alderman Niemietz entertained a motion to go with salaried and offer 4 weeks vacation. Alderman Stumpf said to make an offer and Alderman Niemietz said Mr. Williams could negotiate.

Mr. Williams stated Mr. Searcy wants \$61,000/year and maybe 3 weeks vacation. He noted there was \$69,000 budgeted for the salary.

Vacation times were discussed, time of year they could be taken and at what lengths of time. Vacation time taken during the winter would be encouraged and with no more than 2 weeks at a time.

It was the consensus of the Committee to make an offer of \$61,000/year with 3 weeks vacation to Mr. Wes Searcy for the position.

III. ADJOURNMENT


MOTION:

It was moved by Aldermen Stumpf and seconded by Alderman Ebersohl to adjourn the Executive Session of the Personnel Committee Meeting of August 25, 2008 at 7:53 p.m. Upon Voice vote, all Aldermen present voted yea. **MOTION CARRIED.**



MARY E. NIEMIETZ, Chairman
PERSONNEL COMMITTEE

Minutes taken by:



DONNA MEHAFFEY, Deputy Clerk