



Harrisburg Personnel Committee
Minutes Summary for August 4, 2015

Date: August 4, 2015

Time: 6:02PM

Place: City Hall, located at 120 Smith St.

Committee members present: Kimberly Downey, Rob Boese and Mike Caughey. Also present were City Administrator Brian Latta, City Recorder/Asst. City Administrator Michele Eldridge, Public Works Director Chuck Scholz, and Finance Officer Tim Gaines.

Called to order by Chairperson Downey at 6:02PM

1. *Caughey motioned to approve the minutes for July 6th, 2015, and was seconded by Boese. Passed unanimously.*

2.a. **SUBJECT:** Discuss and Review Compensatory Time for Exempt Employees.

2.b. **ACTION:** Caughey motioned that recognizing exempt employees work in excess of 80 hours of overtime a year, the Personnel Committee recommends the City Council adopt a resolution amending the Personnel Manual regarding exempt employees comp time to allow exempt employees a 40 hour payout, being paid at the end of the 2nd pay period of October; and to have a 40 hour administrative leave bank starting on July 1st of each fiscal year, which zeroes out at the end of the fiscal year, on June 30th. Seconded by Boese, and passed unanimously.

3. **OTHER:** None

With no other business to discuss, the meeting was adjourned at 7:13PM.