



**Safety Committee Minutes
Wednesday, October 23, 2013**

Call to Order:

Chair Leslie Miller called the meeting to order at 6:30 p.m.

Pledge of Allegiance

Roll Call:

Present: Chair Leslie Miller, Kathy Rhoads, and Roger Kilgore

Approval of Minutes:

Chair Miller made a motion to approve the minutes of September 25, 2013. Kathy Rhoads seconded the motion. Two aye votes. Roger Kilgore abstained. Minutes were approved as written.

Privilege of the Floor:

None.

Chief's Report:

Chief Burson reported it was another busy month but not the same as last month. The Chief complimented and shared appreciation for the Spaghetti dinner held on Saturday, October 5th. Chief Burson is very proud and will draw strength from observing how the community comes together. Chief Burson shared the poster with donations and a second poster written by a citizen explaining the good reasons for the dinner and appreciation for the Village's services. Chief Burson did not have the final amount of money raised.

The drug box collected 111 pounds of prescription drugs since June.

Chief Burson complimented Office Fockler on maintaining the AEDs.

Chief Burson complimented the department for their hard work on the home intrusion case. Officer Phillips was able to get a full confession.

Chief Burson reported the defense attorney came to the office to review an OVI case and everything was in order. Compliments were given to Officer Eckstine.

Chief Burson reported Officer Eckstine will be holding range training on Thursday.

An email has been received by a resident complimenting Officer Heidelman.

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Chief's Report (continued):

Chief Burson complimented the department on their hard work while he was on leave.

Chief Burson reported Halloween trick or treating will be Thursday, October 31st 6:00 p.m. to 8:00 p.m.

New Business:

The November Safety meeting will be moved due to the Thanksgiving holiday.

There was a discussion about the revisions that are being considered for the Employee Handbook. Chief Burson is asking the Committee/Council to please re-examine the proposed change for personal hours. Due to the nature of the job being holidays and weekends, the benefit of three equivalency days were added approximately 15 years ago for the Police Department. This allows the officers to participate in life and still maintain their vacation time. Chief Burson explained the payroll system forced the use of the "personal days" label. There was further discussion on the hourly break up of time used and holiday pay. Kathy Rhoads made a motion for the Committee to recommend to Council to please reconsider the proposed changes and maintain the three weekend equivalency days and the two holiday days the day after Thanksgiving and Christmas Eve for the Police Department at the next hand book session. Chair Miller seconded the motion. Aye votes all.

Old Business:

The 2014 Budget is still in progress. Mrs. Schwartz noted to Chief Burson that comp time will need to be given hours to be tracked properly for the budget. Chief Burson is against comp time, but does not necessarily see it eliminated because it is a valuable tool to use when low on staff. Chief Burson feels 40 hours comp time would be reasonable unless additional is approved by the Chief. The comp time is to be used within the year.

Chair Miller and Chief Burson have previously reviewed the Police Department job descriptions. The descriptions are from 2008 and it is felt they are current. Pay scales will need to be reviewed and added to the job descriptions.

Privilege of the Floor:

None.

A motion to adjourn the meeting by Roger Kilgore and was seconded by Kathy Rhoads. All were in favor. The meeting was adjourned at 7:17 p.m.

Respectfully Submitted,



Leslie Miller

Safety Committee Chair