

PERSONNEL COMMITTEE REPORT – JULY 10, 2023

Members: Martin, Chairman; Richard, Vice Chairman; Ressler, Member; Zimmerman, Alternate

Attendees: Committee: Martin; Chairman, Richard; Vice Chairman; Ressler, Member
Council: Reinhold, Ex-Officio
Staff: Harris, Barnes

The Personnel Committee met on June 16, 2023, at 4:00 PM at Ephrata Borough Hall, 124 South State Street.

Approval of Committee Agenda:

Ms. Harris provided confirmation of the following:

1. The meeting agenda was posted on the Borough's website and at Borough Hall no later than 24 hours in advance of the time of the meeting.
2. The meeting agenda included a listing of each matter of Borough business that will be or may be the subject of deliberation or official action at the meeting.
3. There were no changes made to the meeting agenda after it was posted.
4. The meeting agenda was made available to individuals in attendance at the meeting.

Ms. Martin asked for a motion to accept the meeting agenda. Mr. Richard moved and Mr. Ressler seconded to approve the meeting agenda as posted. The motion carried unanimously.

Action Items:

1. None.

Discussion Items:

1. Personnel Update --- Veronica Barnes, HR Manager, mentioned they have a posting for a P/T Finance Administrative Assistant, and they also have advertised internally for a Codes position bumping the hourly wage up \$1/per hour. Vacancy still applies for Municipal Services Manager (title may go back to Director of Engineering and Public Works).
2. Code Enforcement Department Vacancy --- Consider turning over building inspections for residential properties to a 3rd party inspection agency.

Next Meeting Date: July 11, 2023 – 4:00 PM