

Minutes of Perrysburg Personnel Committee

Meeting Held April 22, 2025

CALL TO ORDER - 4:00 PM

The meeting was called to order at 4:00 p.m. by Chairman Cory Kuhlman.

ROLL CALL

Committee members present were Cory Kuhlman, Mark Weber and Tim McCarthy. Also present were Kelly Chalfant, Human Resources Manager, Joe Fawcett, City Administrator, and Tim Effler, Law Director.

CITIZEN'S CONCERNS

None.

APPROVAL OF MARCH 25, 2025 MEETING MINUTES

There being no objections, the minutes of the March 25, 2025 meeting were approved 3-0.

IMPLEMENTING THE ARCHER PLAN

Mr. Fawcett spoke more about the previously discussed Archer Plan. He went over the changes that were made after the previous discussion. The City's compensation policy for internal hiring and promotions was altered so that all candidates are offered a salary in the advertised pay range for the position. Mr. Fawcett also talked about acting positions. If an employee goes on extended leave or when a position becomes vacant, a current employee could temporarily fill this position while administration hires a new employee or when the employee comes back from leave. The acting employee will be compensated for the job title they are filling. Mr. Weber asked about job demotions and what happens when an employee goes down a pay grade. Mr. Fawcett answered that the employee will remain in the same letter group but will go down to the respective pay grade. Mr. Fawcett ended by saying that this will be re-examined by this committee in April every year. There being no objections, this is being recommended 3-0 to City Council.

PROPOSED CODE LANGUAGE AMENDMENTS

Mr. Effler stated that the proposed changes to the code language will remove language that will be updated when the Archer Plan is implemented, some of which will include changes to senior staff titles, spelling corrections and deferred compensation updates. There being no objections, this is being recommended 3-0 to City Council.

OTHER BUSINESS

None.

ADJOURNMENT

There being no further business, the meeting adjourned at 4:25 p.m.

Respectfully submitted,

Cory Kuhlman, Chairman
Personnel Committee

The next meeting is scheduled for Tuesday, May 27, 2025 at 4:00 p.m.