

MINUTES
Joint Budget, Audit and Administration and Public Works Committee
October 8, 2015 – 6:00 p.m.
Fulton Conference Room

Members Present: B. Brady, Chair – Budget, Audit and Administration
 B. Younker, Chair – Public Works
 B. Maher, Village Trustee
 T. Grady, Village Trustee

Members Absent: J. Vandenberg, Village Trustee

Other Village Board None
Present:

Staff Present: D. Niemeyer, Village Manager
 M. Mertens, Assistant Village Manager
 S. Tilton, Assistant Village Manager
 B. Bettenhausen, Village Treasurer
 B. Balling, Interim Public Works Director
 G. Horan, Human Resource Director

Others Present: H. Vorhees, GovHR

ITEM #1 - The joint meeting of the Budget, Audit & Administration and Public Works Committees was called to order at 6:00 p.m.

ITEM #2 – DISCUSS THE PROCESS AND CRITERIA FOR THE EXECUTIVE SEARCH FOR THE VACANT PUBLIC WORKS DIRECTOR POSITION – The Village Manager introduced Heidi Vorhees from GovHR USA. Ms. Vorhees will be leading the executive search for the vacant Public Works Director position. She highlighted the efforts to be taken for the advertisement for the recruitment process. Additionally, she discussed the complexity with filling a position of this nature in the current market. The Village Board discussed technical criteria, personal attributes and areas of focus to be included in the job description for this position. Upon discussion, the consensus of the Committee was to move forward with the recruitment process with an update schedule and recruitment flyer to follow.

Motion was made by Trustee Younker, seconded by Trustee Grady, to adjourn this joint meeting of the Budget, Audit & Administration and Public Works Committees. Vote by voice call. Chairman Brady declared the motion carried and adjourned the meeting at 7:08 p.m.

MSM:lv

cc: *Village Board*
 Village Manager
 Assistant Village Managers
 Village Treasurer
 Deputy Village Clerk