

**Village of Belleville
Public Works and Parks Committee Meeting
July 8, 2013
Minutes**

Present: Gary Ziegler, Ben O'Brien, Daniel Rung, Jerry Butts, April Little

Absent:

Guests:

Meeting Called to Order by Gary Ziegler at 6:18 p.m.

Approval of Minutes – There were no minutes to approve.

Visitors Wishing to Speak on Items Not on the Agenda – There were no visitors wishing to speak on items not on the agenda.

Visitors Wishing to Speak on Agenda Items – There were no visitors wishing to speak on items on the agenda.

Old Business

Public Works Director Hiring Process/Schedule – Gary Ziegler reviewed the decision made by the Village Board regarding the Public Works Director Hiring Process/Schedule. The Village Board decided to post an Assistant Public Works Director Position (or similar Title) with the understanding that the person hired for this position would be trained to fill the Public Works Director Position. Jerry Butts has agreed to postpone his retirement until this position is filled and the new person is trained.

The Public Works and Parks Committee developed a Position Description for the Assistant Public Works Director Position, the Advertisement for the Position and a Schedule for the hiring process. These documents will be reviewed/approved by the Village Board at their July 15, 2013 meeting. April Little will forward the documents to Village Board members for their review prior to the Village Board meeting.

New Business

The Public Works and Parks Committee will meet on the following dates:

Monday, July 29, 2013 – 6:00 p.m. – Village Hall

Motion by Daniel Rung, seconded by Ben O'Brien to adjourn (6:55 p.m.). Motion carried.

Respectfully submitted,

Gary J. Ziegler, Chair
Public Works and Parks Committee