

**PERSONNEL COMMITTEE**  
10:00 a.m., Monday, July 6, 2015

The regular meeting of the Personnel Committee was held at 10:00 a.m., Monday, July 6, 2015 in the City Hall Conference Room, 1207 Palm Boulevard, Isle of Palms, South Carolina. Attending the meeting were Councilmember Bettelli and Ferencz, Chair Harrington, Assistant City Administrator Dziuban and City Clerk Copeland; a quorum was present to conduct business.

1. Chair Harrington called the meeting to order and acknowledged that the press and public had been duly notified of the meeting in accordance with the Freedom of Information Act.

**2. Approval of Previous Meeting's Minutes**

**MOTION:** Councilmember Bettelli moved to approve the minutes of the regular meeting of May 4, 2015 as submitted; Councilmember Ferencz seconded and the motion PASSED UNANIMOUSLY.

**3. Election of Vice Chair**

Chair Harrington nominated Councilmember Ferencz; Councilmember Ferencz declined the nomination due to a busy schedule that would prohibit her the time to dedicate to the position. Chair Harrington nominated Councilmember Bettelli to serve as Vice Chair, and the vote was unanimous.

**4. Citizens' Comments – None**

**5. Old Business – None**

**6. New Business**

**A. Recommendation for Assistant City Attorney**

Assistant Administrator Dziuban recalled that Clay McCullough has served as Assistant City Attorney for several years but has resigned; therefore, the City has reached out to other local governments as well as Attorney Halversen for recommendations on his replacement. According to Assistant Dziuban, the appointment of City Attorney and Assistant City Attorney have a one (1) year term and are reappointed each year; the Assistant City Attorney is only called upon when the City Attorney is unavailable. Ms. Copeland understands that she may not be called into service frequently, but she is willing to take the position at the hourly rate the City typically pays.

**MOTION:** Councilmember Bettelli moved to recommend to City Council the appointment of Julia Copeland as Assistant City Attorney for the balance of 2015; Councilmember Ferencz seconded and the motion PASSED UNANIMOUSLY.

**B. Discussion of Taxability of Fringe Benefits**

Prompted by an email from Councilmember Ferencz to Chair Harrington, the City Treasurer has researched the IRS regulations on fringe benefits. Councilmember Ferencz recalled that there

is an upcoming webinar on the subject, and she was interested in knowing if staff was going to participate.

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Treasurer Suggs noted that pages from City policy related to cash and non-cash fringe benefits were included in meeting packets. Having reviewed the IRS regulations, the Treasurer stated that she thought that there were areas that were up for interpretation; she plans to confirm her interpretation with the tax division of Greene Finney and Horton, the City's auditors.

Clerk Copeland said that she was registered for the webinar on July 9<sup>th</sup>.

## **7. Miscellaneous Business**

Chair Harrington read the authorization for Pfc. Storen to wear the lapel pin on his uniform that he was awarded at the 2014 Law Enforcement DUI Challenge Ceremonies.

Assistant Dziuban noted that the general schedule for appointing new members to Boards and Commissions was included in meeting packets as a reference to the steps from the advertisement to the finalized appointments in January 2016. She added that the deadline for new applications has typically been August 31<sup>st</sup> with interviews taking place in October.

Next Meeting Date: 10:00 a.m., Tuesday, September 8<sup>th</sup> in the Conference Room.

**8. Executive Session – not necessary**

**9. Adjourn**

**MOTION: Councilmember Bettelli moved to adjourn the meeting at 10:12 a.m.; Councilmember Ferencz seconded and the motion PASSED UNANIMOUSLY.**

Respectfully submitted:

Marie Copeland  
City Clerk