

PERSONNEL COMMITTEE
Isle of Palms, South Carolina
November 12, 2007

The regular meeting of the Personnel Committee was held at 8:30 a.m. on Monday, November 12, 2007 in Council Chambers, 1207 Palm Boulevard, Isle of Palms, South Carolina. Present were Chairwoman Jane McMackin, Council members Bettelli and Taylor, as well as City Administrator Tucker, Assistant to the Administrator Dziuban and City Clerk Copeland.

1. The meeting was called to order by Chairwoman McMackin, who announced that the press and the public had been duly notified of the meeting in accordance with the Freedom of Information Act.

2. Approval of the Previous Meeting's Minutes.

MOTION: Councilman Bettelli moved that the minutes of the meeting of October 8, 2007 be approved as submitted; Councilman Taylor seconded and the motion PASSED UNANIMOUSLY.

3. Citizens' Comments.

Jeff Jacobs, 606 Ocean Boulevard, addressed the Personnel Committee since it was in this committee that the City's e-newsletter got its start. He started his comments by stating his pleasure at how much more information is coming out of the City with regard to agendas and governmental issues. Mr. Jacobs then addressed matters, which he thought should be included in the e-newsletter, i.e. meet the Candidates night, the lack of notice of the special City Council meeting of November 13 and substance of the meeting. He suggested a list of mandatory contents for the e-newsletter, as well as the publication of the e-newsletter on a regular basis. Mr. Jacobs also thought the upcoming week's meeting schedule should be repeated in the e-newsletter, such as the Planning Commission meetings with various segments of the community regarding the Commercial District.

4. Old Business:

MOTION: Councilman Taylor moved to discuss Item A to B after Item C; Councilwoman McMackin seconded and the motion PASSES UNANIMOUSLY.

C. Compensation Study – Update

Administrator Tucker reported that she had received a draft of the study from The Archer Company. In her opinion, a couple of things need to happen in regard to that draft; they are 1) She and Treasurer Suggs need to compare the results of the study to what she and the Treasurer anticipated the results to be and 2) Administrator Tucker

would like to meet with the vendor to discuss the reasoning behind no face-to-face interviews with department managers or employees to know if such a visit would influence the results of the study. After reviewing the contract, Administrator Tucker has confirmed that an on-site visit was not a component of it, and she believes that there is an error in the draft report.

The Administrator reported that contained in the draft are ranges for each job category. The vendor has then laid out a figure that indicates the budget impact should Council implement the mid-point recommendation and the minimum recommendation.

B. Charter and Composition of Beach Advisory Committee

Councilwoman McMackin stated that the "Resolution Creating an *Ad Hoc* Committee to be Known as the Isle of Palms Beach Advisory Committee" explains why the committee was established and its purview. The reason the Personnel Committee is discussing the Beach Advisory Committee is that the Beach Advisory Committee members feel that the Committee is not given much responsibility or accountability and that there is little to no communication between it and the City Council; therefore, Personnel Committee is to decide if the Beach Advisory Committee is a Committee to continue, to sunset, or to give more responsibility.

Councilman Bettelli commented that, in the draft of the Long Term Beach Management Plan, the Beach Advisory Committee plays a part in the recommendations, which will give them more responsibility. Councilwoman McMackin noted that the draft report did not outline what the responsibilities would be and that they were included because they exist.

Councilman Taylor's comment was that, if the City has a citizens' committee, it should be proactive and bring information to the Council. Since a third of the City Council will be new in 2008, he suggested deferring any decision on this committee until then; the other members of the Personnel Committee agreed.

A. Recommendations for 2008 Boards and Commissions

Councilwoman McMackin explained the process for appointments as stated in the City's ordinance. The Personnel Committee discussed the individual candidates for the boards and commissions vacancies to make recommendations to City Council; City Council has the option to bring up other names or approve recommendations of the Personnel Committee. The City Council actually approves the recommendations twice – at the end of 2007 and again at the beginning of 2008.

Planning Commission member Bob Hooper asked that the persons recommended for the Planning Commission be asked to attend the upcoming meetings of the commission in order to be up-to-date when they actually take their posts in January.

MOTION: Councilman Bettelli moved at 9:00 a.m. to go into Executive Session to discuss personnel issues; Councilman Taylor seconded and the motion PASSED UNANIMOUSLY.

The Personnel Committee returned to regular session at 9:20 a.m. with Councilwoman McMackin announcing that no action and no votes had been taken.

Councilman Taylor asked what type of meetings the Code Board of Appeals would be involved in; Administrator Tucker stated that this board would be hearing appeals related to the stormwater ordinance.

MOTION: Councilman Taylor moved that,

- **where possible, boards and commission members be reappointed;**
- **that staff confirm that Kevin Nameth wants to be reappointed to the Election Commission, and, if not, to appoint Mary Carter;**
- **to fill the vacancy on Accommodations Tax Advisory Committee, the Committee appointed Vicki Hollingsworth to the Lodging Seat;**
- **to the open vacancy on the Board of Zoning Appeals, the Committee appointed Suzanne Galloway; and**
- **to the open vacancy on the Planning Commission, the Committee appointed Dick Watson.**

Councilman Bettelli seconded and the motion PASSED UNANIMOUSLY.

Councilwoman McMackin asked that consideration be taken that future municipal elections are handled by the Charleston County Board of Elections and Voter Registration to be discussed at the next Personnel meeting. Councilman Taylor asked that the cost to the City be verified since he has not known Charleston County to do things for free. Administrator Tucker suggested inviting Executive Director of the Charleston County Election Board, Marilyn Bowers, to give a presentation to the Committee about how an election works when it is managed by the County. City Clerk Copeland informed the Committee that, when the Municipal Election Committee had been at the County Election office for the recount, the members of the Isle of Palms election commission had approached Marilyn Bowers about Charleston County handling the Isle of Palms elections in the future.

5. **New Business:** None
6. **Miscellaneous**

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Next Meeting Date: 8:30 a.m., Tuesday, January 8, 2008

Councilman Bettelli expressed the Committee's thanks to Councilwoman McMackin for her hard work, especially on the website. She put a lot of work into the website and it will carry forward for the City for many years.

Councilwoman McMackin quipped that Emily (Dziuban) would not be here if it were not for her.

Councilman Taylor noted that each of them was on the Committee at the whim of voters or because they wanted to be. He stated that he had enjoyed working with her. He commented that she is active and that she has goals and things that she wants to do to help the City.

In response, Councilwoman McMackin stated she too has enjoyed working with them; they all care about the City and that is what counts.

MOTION: At 9:30 a.m., Councilman Bettelli moved to adjourn the meeting, Councilman Taylor seconded and the motion PASSED UNANIMOUSLY.

Respectfully submitted:

Jane McMackin
Chairwoman