

Village of Mazon
Personnel committee meeting minutes
August 11, 2023

The meeting was called to order by Chairman Jim Matteson at 2:00pm on August 11, 2023.
Present were: J. Matteson, K. Houchin, J. Marques, K. Marques, M. Murphy and T. Baseley.

J. Matteson stated that our current Police Chief Tyler Baseley will be leaving our employment in the next few months. The Board needs to start the process of finding his replacement.

The committee discussed the advertising of the position and decided it would be advertised on The Blue Line, on the Village website and posted at the Village Hall. The cost to advertise with The Blue line is \$199.00-\$300.00 for a 60-day ad.

The committee discussed the residency requirements and determined that due to a low supply of housing within the Village, we would extend the required residency to be within a 15-mile radius of the Village.

The previous requirement to have the Chief as the only Police employee and having to live in the Village and be on call 7 days a week 24 hours per day, is not working as it use to it is getting harder to find someone to agree to those terms and the Village must change with the times.

The Committee discussed the changing needs of the Department and as decided in 2021 we will need to hire more than one person for the Police Department. The continuation of increases in call volumes and need for more covered hours, will make it a necessity to hire more than one Officer in the near future. With that would come more expenses for an additional car, radios, computers, tasers, etc. If we were to hire additional Officers for part time employment, we would not pay benefits for those Officers. We may have to pay between \$30.00 and \$35.00 per hour for part time Officers.

K. Marques presented information on surrounding Town's pay rates and roster numbers. In comparison to other Town's population, we need to hire more than one Police Officer.

K. Marques presented information on T. Baseley's wages and benefits over the past two years and showed the break down of regular and overtime hours. Information was also presented on the current and future Village finances.

The committee discussed the starting wage for a replacement for T. Baseley. It was determined that the Village should offer \$28,00 to \$32.00 per hour along with a complete benefit package.

The committee decided that the position should be advertised as soon as possible to accept applications until August 31, 2023. The interviewing process would take place the first two weeks of September with J. Marques, J. Matteson, and T. Baseley. T. Baseley said he would stay and help in the transition of the new Chief.

J. Matteson made a recommendation to recommend the Village Board post the employment ad, for Police Chief with a residency requirement of within 15 miles or less of the Village and a pay range of \$28.00 to \$32.00 per hour, on The Blue Line, The Village website and post at the Village Hall. The recommendation was seconded by K. Houchin. Roll was taken: J. Matteson- Yes, K. Houchin-Yes, J. Marques-Yes. Motion carried.

K. Houchin made a motion to adjourn the meeting at 3:12pm. The motion was seconded by J. Matteson. Roll was taken: J. Matteson- Yes, K. Houchin-Yes, J. Marques-Yes. Motion carried.