

**Unapproved Minutes
Earlham City Council
Human Resources Committee
March 27, 2025**

The Human Resources Committee for the City of Earlham met on March 27, 2025, 6:00 p.m. at Earlham City Hall. Chairman Nelsen called the meeting to order at 6:00 p.m. and the following answered roll: Mudge, Nelsen. Also present: Mayor, Lillie, Councilman Miller, Councilman Fredericksen, and Clerk Kaster,

1. APPROVAL OF AGENDA

Motion by Mudge, second by Miller, to approve agenda.

Roll: Ayes – Unanimous. Motion passes.

2. DISCUSSION AND POSSIBLE RECOMMENDATIONS FOR PERSONNEL POLICY UPDATES

Committee discussed the following changes: adding a computer usage policy and agreement for all employees with access to city owned computers, no additional compensation in lieu of taking city insurance, PTO paid out for extenuating circumstances only - with council approval. Clerk Kaster addressed the need to update the IPERS section to be in compliance with new regulations for IPERS eligible employees. Prior approved resolutions since the passing of the current policy will be updated. Kaster will work with Ahlers & Cooney to get a draft version of all the changes to present to the HR Committee, then to City Council for final adoption prior to July 1st.

3. ADJOURN

Motion by Mudge, second by Miller, to adjourn.

Roll: Ayes – Unanimous. Motion passes.

Being there was no further business, meeting was adjourned at 6:55 p.m.

Tim Nelsen, Chairman

Attest: _____

Shelley D. Kaster, Clerk/Treasurer