

# RECORD OF PROCEEDINGS

## VILLAGE OF PLYMOUTH Rules Committee Minutes

September 21, 2021

Rules Committee on September 21, 2021 at 5:35pm. The following were present:

Councilwoman, Elaine Root  
Councilwoman, Susan Moore  
Councilwoman, Joan Felver  
Fiscal Officer, DiAnn Jamerson  
Mayor, Cassandra Fryman

Councilman, Matt Patrick  
Councilwoman, Susan Broderick  
Rebekah Fearing, Admin. Assistant  
Assistant Admin, James Burton

Summary of items discussed.

### 1. Cell Phones

- a. Looking at First net
  - i. Provides priority connect if emergency
  - ii. Like Police and Fire
  - iii. Less expensive than Verizon
- b. Employees with phones need to have them on and use them during working hours and on call hours.
- c. If they are not using the Village provided and paid for phones as required for their jobs they will be subject to disciplinary action.

### 2. Uniforms

- a. Utility workers
- b. 5 reflective shirts per employee per year
  - i. Purchased by Village
  - ii. To be worn for safety reasons
- c. Boots
  - i. Vop to Purchase 1 pair per year
  - ii. No more than \$150.00
  - iii. Must have PO before being purchased

### 3. CDL License

- a. We have a policy
  - i. Everyone should have their CDL license
  - ii. Needs to be done by December 1, 2021
    1. If not could face disciplinary actions
  - iii. Should have been done 2 years ago.

### 4. Evaluations

- a. They need to be done in November

### 5. Hiring Process

- a. Following 5.0 hiring process for Village Administrator
- b. Need to make slight change to persons interviewing
  - i. Mayor
  - ii. Head of Service
  - iii. Someone appointed by the Mayor
- c. Everyone needs to be on the same page for this process
- d. Mayor received about 50 applications.
  - i. Not all meet the qualifications
  - ii. Mayor will get things moving

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**6. Other**

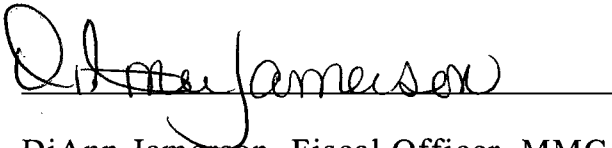
- a. Keep all non-Village meetings in Council room or Gym

**7. Maintenance of Vehicles and Equipment**

- a. To be done on Fridays

Meeting adjourned at 6:30pm.

Respectfully submitted,

  
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DiAnn Jamerson, Fiscal Officer, MMC