**TIDIOUTE BOROUGH COUNCIL**

**Personnel Committee Meeting Minutes of**

**April 3, 2023**

The Tidioute Borough Personnel Committee met in a regularly advertised committee work session at 7pm on Monday, April 3, 2023, in the Tidioute Borough Office located at 129 Main Street. In attendance were Personnel Committee Chair Cindy Paulmier, Committee members Heather Cass, and Trisha Hulings. Steve Morrison, and David Paulmier of the Southwest Warren County Municipal were also in attendance.

The committee was called to a work session at the request of the Council to discuss the evaluation of the administrative assistant, Mary Watson. The committee completed her evaluation with no negative comment and the committee agreed that Mary is doing an excellent job.

The committee reviewed the applications for the hiring of a part time seasonal employee to start in May. After discussing the matter, the committee agreed to have Office Manager at Tidioute Community Charter School, Heather Cass advertise at the school for employment. No applications received were strong enough for an interview. All applications will be reviewed at the next meeting.

 The next meeting will be on Monday, April 17, 2023, at 7:00pm. The meeting was adjourned at 7:45.

Respectively recorded and submitted by:

Amannda Mesel, Office Manager

*Approved: April 11, 2023*