

**Human Resources Committee
December 16, 2015**

The **Human Resources Committee** met Tuesday, December 16, 2015, at 6:00 p.m. in the Conference Room at City Hall. Present were Chairperson Roxanna Brush, Committee Members Rachel Sloan, Ken Gardner and Mark Ahner. Also present were Historic Preservation Coordinator Connie Muggli and Deputy City Clerk/Committee Recorder Linda Wilkins.

Committee Chairperson Brush called the meeting to order.

1. Review and recommendation Historic Preservation Job Description

Coordinator Muggli updated the Committee on the progress of Historic Preservation TIF District and the need to provide a solid foundation for the success of the TIF District. The job description will help the City find qualified individuals to assist in the administration of the TIF District as the financial duties and the amount of money becomes more complex moving forward.

***Committee Member Ahner moved to approve the City of Miles City Job Description for the Assistant Historic Preservation TIF District Finance Coordinator Director amended as follows: replace "accountable to the Public Works Director" to "accountable to the Mayor of Miles City" and reviewed by the City Attorney. The motion was seconded by Committee Member Gardner. The motion passed unanimously.*

2. Request of Citizens
None

3. Committee Member Comments
None

4. Adjournment

***Committee Member Sloan moved to adjourn the meeting. The motion was seconded by Committee Member Ahner and passed unanimously.*

The meeting was adjourned at 6:53 p.m.

Respectfully submitted,


Recorder Linda J. Wilkins


Chairperson Roxanna Brush