

(7) Recommend to the City Council a position classification plan, and install and maintain a plan upon approval by the City Council;

(8) Prepare and recommend to the City Council a pay plan for all city employees;

(9) Develop and administer the recruiting and examining programs as may be necessary to obtain an adequate supply of competent applicants to meet the employment needs of the city;

(10) Be responsible for certification of payrolls; and

(11) Perform other duties and exercise other authority in personnel administration as may be prescribed by law and this chapter.

(B) Personnel Board.

(1) A Personnel Board shall be established consisting of five members, two of whom shall be appointed by the City Council, one of whom shall be appointed by the City Manager and two of whom shall be elected by the employees covered by this chapter.

(2) The term of members of the Personnel Board shall be five years; except that, the member appointed by the City Manager shall initially serve a one-year term; the members appointed by the City Council shall serve three-year terms; and, members elected by the employees shall serve the full five-year terms. Vacancies shall be filled in the same manner as the original appointments for the unexpired terms. Members shall be elected or appointed in June of each year and shall take office July 1. A member of the Board may not succeed himself or herself.

(3) No member of the Personnel Board shall be employed by or be an official of the city, nor shall be a member of any local, state or national committee of a political party or an official or member of a committee in any partisan political group or organization, nor shall hold or be a candidate for any elective office. No member of the Personnel Board shall be an immediate family member (wife, husband, son, son-in-law, daughter, daughter-in-law, mother, mother-in-law, father, father-in-law, brother, brother-in-law, sister, sister-in-law, aunt, uncle, niece, nephew, step-parent, stepchild, grandmother, or grandfather) of any employee or elected official of the City of Crossville. The members of the Personnel Board shall be removable by the City Council only for cause, after being given a copy of charges and being given an opportunity to be heard publicly on the charges before the City Council.

(4) After the election and appointment of the Personnel Board, its members shall elect their own Chairperson who shall act as spokesperson for the Personnel Board. The Personnel Board shall conduct the meetings as are necessary to properly discharge its responsibilities. Three members shall constitute a quorum for conducting business.

(5) Members of the Personnel Board shall be compensated at the rate of \$15 per meeting attended, not to exceed one per month. Funds shall be provided for actual and necessary expenses