



# PERSONNEL COMMITTEE MEETING

## TUESDAY, MARCH 18, 2014 – 1:20PM

### CITY HALL, CONFERENCE ROOM 2A

#### MINUTES

**1. Meeting called to order by Chairman Kupsik at 1:25pm.**

**2. Roll Call**

Present: Kupsik, Hill, Taggart, Kehoe

Not Present: Wall (excused)

Also Present: Administrator Jordan, Clerk Neubeck, Director of Public Works Winkler, Chief of Police Rasmussen

**3. Comments from the public limited to 5 minutes**

None

**4. Motion to go into closed session pursuant to Wisconsin Statutes 19.85 (1) (c) considering employment, promotion, compensation or performance evaluation data of any public employee which the governmental body has jurisdiction or exercises responsibility to interview candidates for the Parking Operations Supervisor position.**

**Motion #1:** Chairman Kupsik moved to go into closed session pursuant to Wisconsin Statutes 19.85 (1) (c) considering employment, promotion, compensation or performance evaluation data of any public employee which the governmental body has jurisdiction or exercises responsibility to interview candidates for the Parking Operations Supervisor position, Alderman Taggart seconded, and the motion passed unanimously.

The meeting went into closed session at 1:26pm.

**5. Motion to return to open session pursuant to Wisconsin Statutes 19.85 (2) and take action on any items discussed in closed session**

**Motion #2:** Chairman Kupsik moved to return to open session, Alderman Hill seconded, and the motion passed unanimously.

The meeting returned to open session at 3:02pm.

**Motion #3:** Chairman Kupsik moved to continue the discussion of hiring a candidate for Parking Operations Supervisor until the full Committee is available to make a recommendation as well as staff to conduct a background check, Alderman Hill seconded, and the motion passed unanimously.

**6. Review of applications/resumes for Assistant Director of Public Works position and recommendation for candidate interviews**

Administrator Jordan informed the Committee that staff received applications from candidates with a wide variety of backgrounds. He stated the City is looking for candidates with management experience in addition to a public works background.

Chairman Kupsik suggested the Committee review the application packets and will continue this discussion to the March 27, 2014 meeting.

Alderman Hill asked for the state of the Street Department.

Director Winkler said the Street Department is functioning well as many of the previous problems have been taken care of due to processes and procedures changing. He added behavioral and attitude issues have been resolved too.

Chairman Kupsik replied that topic is not on the agenda and may be discussed at a later date.

**Motion #4:** Chairman Kupsik moved to continue review of applications/resumes for the Assistant Director of Public Works position and recommendation for candidate interviews to the March 27, 2014 meeting, Alderman Hill seconded, and the motion passed unanimously.

**7. Adjourn**

**Motion #5:** Alderman Hill moved to adjourn, Alderman Taggart seconded, and the motion passed.

The meeting adjourned at 3:15pm.

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Tim Neubeck, City Clerk

**THESE MINUTES ARE NOT OFFICIAL UNTIL APPROVED  
BY THE PERSONNEL COMMITTEE**