

PERSONNEL COMMITTEE

TUESDAY, JUNE 28, 2011, 4:00PM

CITY HALL, CONFERENCE ROOM 2A

AGENDA

1. Meeting called to order by Chairman Hartz
2. Roll Call
3. Approve minutes from June 9, 2011 committee meeting
4. Comments from the public limited to 5 minutes
5. Discussion/Action on making DPW position formal and permanent on City organizational chart
(*continued from 5/24/11*)
6. Review of job descriptions for DPW, Street Superintendent, Building & Zoning Administrator, and Lakefront Harbormaster
7. Discussion/Recommendation to change Chapter 2, Article II, Sec 2-49 of the Lake Geneva Municipal Code (*continued from 5/24/11*)
8. Discussion/Action on Handbook for New Elected and Appointed Officials (*continued from 5/24/11*)
9. Discussion/Action on Personnel Policies (Chapter 7 of City Policy Manual) (*continued from 5/24/11*)
10. Discussion/Action on Drug Testing Policy (*continued from 5/24/11*)
11. Report from City Administrator on Street Superintendent's successful completion of management seminar
12. Adjourn

This is a meeting of the Personnel Committee.

No official action will be taken; however, a Quorum of the Council may be present.

CC:

Committee Members: Hartz, Krause, Krohn, Kupsik, and Mott

Remaining Council & Mayor

Administrator

City Clerk

6/23/2011 11:15AM