

PERSONNEL COMMITTEE MINUTES

MONDAY, JULY 28, 2014 – 4:00 P.M.

CITY HALL, CONFERENCE ROOM 2A

Meeting was called to order by Chairman Kupsik at 4:03 p.m.

Roll Call. Present: Aldermen Taggart, Chappell and Kupsik. Absent (excused): Aldermen Wall and Hill.
Also in attendance: City Administrator Jordan and Comptroller Pollitt

Alderman Hill arrived at 4:08 p.m.

Kupsik/Taggart motion to allow Alderman Hill to be seated. Unanimously carried.

Comments from the public limited to 5 minutes. None.

Discussion on reorganizing city hall staff.

Administrator Jordan discussed the memo on reorganization and asked the committee to read it and be prepared to discuss it a future meeting.

Discussion/recommendation to advertise for vacant position in the Finance Department.

Discussion was to consider if this was an opportunity to elevate this position with the goal of having the person become a successor to the Comptroller when she retires. Staff was directed to prepare a new job description for the position and to research what compensation this position receives in other communities.

Closed Session

Kupsik/Hill motion to go into Closed Session pursuant to Wis. Stat. 19.85 (1) (c) considering employment, promotion, compensation or performance evaluation data of public employee Sabrina Waswo over which the governmental body has jurisdiction or exercises responsibility.

Roll Call: Aldermen Taggart, Chappell, Hill and Kupsik voted “yes.” Motion carried 4 to 0.

Hill/Chappell motion to return to open session pursuant to Wisconsin Statutes 19.85 (2) and take action on any items discussed in Closed Session.

Roll Call: Aldermen Taggart, Chappell, Hill and Kupsik voted “yes.” Motion carried 4 to 0.

Hill/Chappell motion to recommend the Common Council approve a contract as discussed in closed session with Sabrina Waswo.

Roll Call: Aldermen Taggart, Chappell, Hill and Kupsik voted “yes.” Motion carried 4 to 0.

Adjournment

Kupsik/Hill motion to adjourn at 4:41 p.m. Unanimously carried.

/s/ Dennis Jordan, City Administrator

THESE MINUTES ARE NOT OFFICIAL UNTIL APPROVED BY THE PERSONNEL COMMITTEE