



PERSONNEL COMMITTEE MEETING
FRIDAY, DECEMBER 6, 2013 – 2:00PM
CITY HALL, CONFERENCE ROOM 2A
MINUTES

1. **Meeting called to order by Chairman Kupsik at 2:00pm**
2. **Roll Call**
Present: Kupsik, Wall, Hill, Taggart
Absent: Kehoe
Also Present: City Administrator Jordan, Comptroller Pollit, Building & Zoning Administrator Robers
3. **Comments from the public limited to 5 minutes**
None
4. **Motion #1:** Alderman Wall 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 Building & Zoning Administrative Assistant position, Chairman Kupsik seconded, and the motion passed unanimously.

The meeting went into closed session.
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: Alderman Hill moved to direct staff to move ahead with the Personnel Committee's first and second choices to make an offer for employment contingent on City Council approval, Alderman Wall seconded, and the motion passed unanimously.
6. **Adjourn**
Motion #3: Chairman Kupsik moved to adjourn, Alderman Hill seconded, and the motion passed unanimously.

The meeting adjourned at 3:47pm.

Tim Neubeck, City Clerk
(Minutes typed from City Administrator notes)

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