

SPECIAL PERSONNEL COMMITTEE OF THE WHOLE

NOVEMBER 1, 2016

The meeting was called to order at 4:00 p.m. by Ald. Frings with the following Roll Call:

Members Present: Ald. Frings, Ald. Schmidt, Ald. Olson, Ald. Bartelt, Ald. Smith

Members Absent: Ald. Toellner

Others Present: Mayor Boelk, Lois Krueger, Sara Decker

Item B Convene into Closed Session Pursuant to Section 19.85 (1) (c) considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

Motion by Ald. Schmidt, second by Ald. Bartelt to convene into closed session at 4:01 p.m. Motion carried unanimously.

- a. Interview candidate for TAG Center Maintenance Position.
- b. Reconvene into Open Session for Possible Action/Recommendations.

Motion by Ald. Schmidt, second by Ald. Smith to reconvene into open session at 4:15 p.m. Motion carried unanimously.

Motion by Ald. Schmidt to hire Scott Kollmansberger for the TAG Center Maintenance position and continue to use him for electrical duties throughout the city. His seniority, benefits and pay will remain the same. Motion carried 5-0.

Item C Discuss with possible action revisions to employee handbook.

Discussion that there are updates and clarifications that are needed to the employee handbook. Some of the Alderpersons and the Mayor have begun to review.

Motion by Ald. Frings, second by Ald. Smith to table the topic. Motion carried unanimously.

Item D Discuss/Approve employee separation payout.

Lois explained worksheet that calculates payout for Mark Forster as his official resignation date was October 31, 2016. He will be paid out until December 1, 2016. Discussion on holiday pay and floating holiday. All equipment has been returned and his uniform allowance will be adjusted.

Motion by Ald. Smith, second by Ald. Olson to disburse the payout as calculated. Motion carried 5-0.

Item E Adjournment.

Motion by Ald. Schmidt, second by Ald. Bartelt to adjourn at 4:39 p.m. Motion carried unanimously.

Sara Decker, City Clerk