

The meeting was called to order at 5:39 p.m. by Ald. Pasbrig with the following Roll Call:

Members Present: Ald. Pasbrig, Ald. Redeker, Ald. Toellner

Members Absent:

Others Present: Mayor Moede, Ald. Sertich, Ald. Schmidt, Ald. Schaefer, Deanna Boldrey, Kathie Wild, Chris MacNeill, Mike Kurutz, Ben Brown, Katie Leb, Megan Sheridan

Item #2 Approve the Minutes of November 19, 2012, meeting.

Motion by Ald. Redeker, second by Ald. Toellner to approve the minutes of the November 19, 2012, meeting. Motion carried unanimously.

Item # 3 Citizens Comments.

None.

Item # 4 Clerk's Report.

A. Update on 2013 Elections.

Deanna reported that for the April 2, 2013, Spring Election, Wards 1, 3, and 5 will be on the ballot.

Ward 5 incumbent, Ald. Schaefer, has filed his non-candidacy papers.

Ward 3 incumbent, Ald. Schmidt, has filed his Campaign Registration Statement, Declaration of Candidacy and Signatures. Rob Boelk of ward 5 has filed his Campaign Registration Statement and Declaration of Candidacy. Ward 1 incumbent, Ald. Toellner, has filed his Campaign Registration Statement and Declaration of Candidacy. For the Spring Election, the first day to circulate Nomination Papers was December 1, 2012. Prior to Circulating Papers all candidates / incumbents should file a campaign registration statement. The Declaration of Candidacy and Nomination Papers have a deadline of January 2, 2013. A minimum of twenty signatures are needed to run for alderperson. Notification of Non-Candidacy is due December 21, 2012. Packets with required forms are available at the Clerk's office. In addition, it does look like there will be a February 19, 2013, primary with the judge races.

Item #5 Employee Policy Manual Updates.

A. Discuss/Recommend Updates to Section 2.8 Employment Categories.

Kathie Wild introduced the item and explained that a seasonal employee was recently hired as part-time year round employee. The question came up, as to when they would qualify to participate in WRS. She called for clarification and was told that when the person is hired with the expectation that they will be employed for at least one year and work 1,200 hours annually, then they qualify to participate in WRS on the first date that they are hired. Basically, this is a housekeeping item.

Motion by Ald. Redeker, second by Ald. Toellner to recommend Updates to Section 2.8 Employment Categories. Motion carried unanimously.

B. Discuss/Recommend Updates to Section 12 Pay Plan.

Ald. Pasbrig introduced the item that the correct job description titles have been updated. Motion by Ald. Redeker, second by Ald. Toellner to recommend Updates to Section 12 Pay Plan. Motion carried unanimously.

Item # 6 Adjournment.

Motion by Ald. Toellner, second by Ald. Redeker to adjourn at 5:44 p.m. Motion carried unanimously.

Deanna Boldrey, City Clerk