

PERSONNEL COMMITTEE

AUGUST 28, 2017

The meeting was called to order at 7:50 p.m. by Ald. Olson with the following Roll Call:

Members Present: Ald. Olson, Ald. Toellner, Ald. Henkel

Members Absent: None.

Others Present: Mayor Boelk, Ald. Smith, Ald. Frings, Ald. Forster, Mike Kurutz, Nathan Kempke, Captain Ryan Vossekuil, Lois Krueger, Sara Decker

Item #2 Approve the Minutes of the June 26, 2017 meeting.

Motion by Ald. Toellner, second by Ald. Henkel to approve the minutes of the June 26, 2017 meeting.

Motion carried unanimously.

Item #3 Citizens Comments.

None.

Item #4 Discuss/Recommend employee handbook policy regarding breaks.

There was discussion on the current handbook regarding breaks. There are not guidelines outline for employee breaks. Every department is different. It was noted that DPW goes back to the garage mid-morning and takes one 15 minute break. They work a straight 8 hour shift from 6-2 and do not take a lunch. There used to be a union contract, but now it is up to the supervisors to run the department.

Motion by Ald. Henkel, second by Ald. Toellner to leave the handbook as is and not add definition to the break times. Motion carried unanimously.

Item #5 Adjournment

Motion by Ald. Toellner, second by Ald. Henkel to adjourn at 7:59 p.m. Motion carried unanimously.

Sara Decker, City Clerk