

SPECIAL PERSONNEL COMMITTEE OF THE WHOLE

MARCH 12, 2018

The meeting was called to order at 8:14 p.m. by Ald. Olson with the following Roll Call:

Members Present: Ald. Olson, Ald. Henkel, Ald. Smith, Ald. Frings, Ald. Forster, Ald. Toellner

Members Absent: Ald. Olson, Ald. Frings

Others Present: Mayor Boelk, Lois Krueger, Sara Decker

Item #2 Discuss/Approve process for replacing Comptroller/Treasurer position.

The Mayor noted that we will want to seek an applicant right away as Lois is leaving May 15th.

a. Timeline

Post the job right away.

b. Job Description

Lois reviewed the job description and it looks good.

Motion by Ald. Henkel, second by Ald. Toellner to approve the job description. Motion carried unanimously.

c. Wage Range

Lois's current salary is \$61,880. She started at \$58,000 4 years ago. There was discussion on the pay range. There is no need to post it internally first. There was discussion of where to advertise.

Motion by Ald. Smith, second by Ald. Henkel to post the job right away with the posting ending March 30th with a pay range from \$55,000-\$65,000. Motion carried 4-0.

Adjournment.

Motion by Ald. Henkel, second by Ald. Toellner to adjourn at 8:28 p.m. Motion carried unanimously.

Sara Decker, City Clerk