

PERSONNEL COMMITTEE OF THE WHOLE

FEBRUARY 19, 2007

The meeting was called to order at 6:55 p.m. by Heron with the following Roll Call:

Members Present: Heron, Sabel, Schmidt, Nitschke, McKinnon, Liebenow

Members Absent: None

Others Present: Mayor Sternat, Kathie Wild, Shelley Eilbes, Bill Linzenmeyer, Chris Macneil, Sally Kalhammer

Item #2 – Approve the Minutes of January 15, 2007

Motion by Schmidt second by Sabel to approve the above minutes. Motion carried unanimously.

Item #3 – Citizens Comments.

None.

Item #4 – Mayor’s Report.

The Mayor handed out information on a lunch being held by the Friends of the Horicon Marsh International Education Center on February 27th. He invited the council to attend if they were able to. He explained that they are trying to raise money for a new Education and Visitor Center. He stated that when the Flyway Clinic was sold to the DNR for \$250,000, \$125,000 each was given to Mayville and Horicon. He stated that the money that we received went into our general fund and that we don’t have any resources to give money back for the education fund. The Mayor also informed the council about an Economic Development Forum that is being held on March 14th from 7:00 p.m.-9:00 p.m. at the Dodge County Administration Building.

Item #5 – Clerk’s Report.

A. Spring Election Update

Working on getting ready for the Spring Primary which is tomorrow February 20th. The polls are open from 7:00 a.m.-8:00 p.m. There is one office on the ballot which is the Justice of the Supreme Court. Kathie also stated that General Code has provided her with the draft of the Municipal Code updates and that she is going to be handing out to the department heads sections that pertain to them for their review. She will then have each department head meet with Karen Christianson and herself to get their input on any items that need to be updated/changed.

Item #6 – Discuss Non-Union Employee Handbook Updates.

Ald. Heron stated that the council should have received a copy of the updated non-union handbook however not all updates have been finished. He went over the sections that have been updated and are complete and the sections that still need work. Some sections are taking longer than he expected. We are also finding that some of the job descriptions are not in electronic format which is also causing some delays. He hopes to have the updates completed by next month’s Personnel meeting.

Item #7 – 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.

A. Discuss/Review Probationary Staff Performance Reviews.

B. Committee May Reconvene into Open Session for Possible Action.

Motion by Schmidt second by Nitschke to convene into closed session to include Mayor Sternat, Shelley Eilbes and Kathie Wild.

Motion by Schmidt second by McKinnon to reconvene into open session. Motion by Schmidt, second by Nitschke to table item A. until March Personnel meeting.

Item #9 – Adjournment.

Motion by Sabel, second by Schmidt to adjourn at 7:59 p.m. Motion carried unanimously.

Kathie Wild, City Clerk