

The meeting was called to order at 6:48 p.m. by Heron with the following Roll Call:

Members Present: Voss, McKinnon, Heron

Members Absent:

Others Present: Mayor Sternat, Ald. Nitschke, Ald. Sabel, Kathie Wild, Shelley Eilbes, Tom Poellot, Bill Linzenmeyer, John Hennig, Sally Kalhammer, Brian Paynter, Butch Wendorff

Item #2 – Approve the Minutes of August 20, 2007 meeting.

Motion by McKinnon second by Voss to approve the above minutes. Motion carried unanimously.

Item #3 – Citizens Comments.

None

Item #4 – Clerk’s Report.

**A. City Website Update.**

Kathie reported all our emails accounts have been switched over to now be hosted at Wisnet. She went out to all the different city departments to get their email settings updated. If people are having any email problems they should let her know. She hasn’t had any time to work on the website since she is spending most of her time doing the recall petition review and her day to day duties. However, Deanna has been working on entering the detailed information on our new website. She has taken on the project and gone with it which has been awesome.

**B. Update on Deputy Clerk Three Month Review**

Tracy, the Mayor, Shelley and Kathie met with Deanna to do her three month review. Shelley and Kathie filled out a review form and both had almost identical marks on all items. Deanna is doing extremely well. She has very good initiative. She is not afraid to take on new tasks or ask for new jobs to complete. She is very good with the public and staff. She has been a great addition to the city.

Item #5 – Discuss/Recommend Code of Ethics

Ald. Heron explained that he asked this be put on the agenda because of the recent language in the 2006 audit regarding fraud. He thought it would be good to have something in place in writing to communicate what is expected of employees. Tracey reviewed items that were noted in the 2004 audit report. There was discussion as to how far we want this code of ethics to go. Some big cities have an ethics board to monitor and enforce. Bill Linzenmeyer asked if this code was in addition to the statement that was attached to the non-union handbook to be signed by the employee. Bill expressed that people are having problems with the wording of the statement and that it doesn’t apply to him, the captain, and the sergeant since they are under the police and fire commission. Bill reviewed the process they follow with policies over at the police department. There was some discussion as to the current process the city has regarding any ethical problems brought forward. Heron expressed that he feels the usefulness of having a formal code of ethics is to raise awareness. Motion by Ald. McKinnon, second by Ald. Voss to recommend continuing to pursue a code of ethics ordinance. Motion carried unanimously.

Item #6 – Adjournment.

Motion by Voss, second by McKinnon to adjourn at 7:16 p.m. Motion carried unanimously.

Kathie Wild, City Clerk