

**PERSONNEL COMMITTEE OF THE WHOLE**

**NOVEMBER 26, 2007**

The meeting was called to order at 8:15 p.m. by McKinnon with the following Roll Call:

Members Present: Voss, McKinnon, Nitschke, Sabel, Liebenow

Members Absent:

Others Present: Mayor Heron, Kathie Wild, Shelley Eilbes, Tom Poellot, Bill Linzenmeyer, Chuck Brockhaus, Brian Wendorff, Tony Persha, Mary Persha, Greg Justman, Mary Rake, Sally Kalhammer, Brian Paynter, Ron Henkel, Paul Kurutz, June Margelofsky, Chester Margelofsky, Eunice Seering, Amy Krieser

**Item #2 – Approve the Minutes of October 15, 2007 meeting.**

Motion by Sabel 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 that they are continuing to work on the website. They are trying to make the pages of the departments more interesting and will be looking to get pictures of each department head and a description of what their department does. Also they are working on a section on the home page for residents, visitors, and businesses to have information under each section that people can have at their finger tips. Things have been busy in the last month with the recall election but she is hoping to use any extra time we have in the next month to make some good progress on the website.

**B. 1<sup>st</sup> Ward Alderperson Applications.**

Anyone interested in being appointed the 1<sup>st</sup> Ward Alderperson can pick up an application at City Hall. All applications must be returned to City Hall by Monday December 3, 2007. Applicants will be interviewed by the council at a special meeting at 6:30 p.m. on Tuesday December 4, 2007 and an appointment will be made at that time. All applicants must be 18 years of age or a resident of the 1<sup>st</sup> Ward. Mayor Heron asked how many applications had been turned in. Kathie reported that one application had been received so far.

**C. Spring 2008 Candidacy Papers for Circulation – Wards 1, 2, 4, 6 and the Mayor.**

The first day to circulate Nominations Papers is December 1, 2007. The final day for filing nominations papers in the office of the City Clerk is 5:00 p.m. on January 2, 2008. The last day for incumbents not seeking re-election to file a Notification of Noncandidacy form is Friday, December 21, 2007.

**Item #5 – Discuss Golf Course Superintendent Hiring Process & Timeline.**

Ald. Liebenow asked if this needed to be on the agenda if we are going to discussing the golf course at tomorrow nights Finance meeting. Ald. McKinnon expressed that he wanted to ask the golf board on how to proceed on getting a golf course superintendent. Brian Wendorff expressed that he thought that we could start the process no matter who does the hiring be it the golf board, the council or both. Ald. Nitschke expressed that she wanted to wait until tomorrow night to discuss. It was decided to wait until tomorrow nights Finance meeting to discuss.

**Item #6 – Discuss/Recommend Non-Probationary Status of Deputy Clerk.**

Kathie reported that her and Shelley met with Deanna to do her 6 month review last week. They both feel

that she is going great and that it is their recommendation to move her to non-probationary status. Shelley explained that she is in the middle of a step right now and that she will move to the next step after her 6 months. She will then get a raise at the beginning of the year to whatever percent is decided on for all non-union employees. In July of next year she will move another step as this was decided when she was hired. Motion by Ald. Sabel, second by Ald. Liebenow to move to council to approve the non-probationary status of the deputy clerk. Motion carried unanimously.

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/Recommend Chief of Police Requested 2008 Step Increase.
- B. Committee May Reconvene into Open Session for Possible Action.

Motion by Voss second by Nitschke to convene into closed session to include Mayor Heron, Shelley Eilbes, Kathie Wild and Bill Linzenmeyer. Motion carried 4-1 with Liebenow voting nay.

Motion by Sabel second by Nitschke to reconvene into open session. Motion carried 4-1 with Ald. Liebenow voting nay.

Motion by Nitschke, second by Voss to approve the Chief of Police 2008 Step Increase. Motion carried 3-1 with Sabel voting nay and with Liebenow abstaining.

Item #8 – Adjournment.

Motion by Nitschke, second by Voss to adjourn at 8:37 p.m. Motion carried unanimously.

Kathie Wild, City Clerk