

AMENDED
PERSONNEL COMMITTEE AGENDA
Monday, February 13, 2012 – 6:00 p.m.
Lincoln Center – 1519 Water Street

[A quorum of the City Council may attend this meeting]

1. Request to fill vacancy ~ Transit.
2. Request to fill vacancies ~ Water/Wastewater Department.
- * 3. Request to fill vacancies ~ Streets Department.
4. Adjournment.

Any person who has special needs while attending this meeting or needs agenda materials for this meeting should contact the City Clerk as soon as possible to ensure a reasonable accommodation can be made. The City Clerk can be reached by telephone at (715) 346-1569, TDD# 346-1556, or by mail at 1515 Strongs Avenue, Stevens Point, WI 54481.

Copies of ordinances, resolutions, reports and minutes of the committee meetings are on file at the office of the City Clerk for inspection during normal business hours from 7:30 a.m. to 4:30 p.m.

City of Stevens Point
1515 Strongs Avenue
Stevens Point, WI 54481-3594



**Department of
Public Works**
Engineering
Phone: 715-346-1561
Fax: 715-346-1650

February 2, 2012

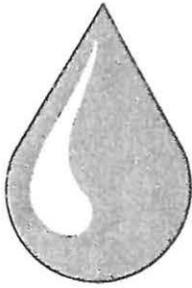
TO: Mayor Halverson & Personnel Committee
FROM: Director of Public Works – Joel Lemke
RE: Request to fill vacancy – Bus Operator

I would like to request approval to fill a Bus Operator vacancy in the Transit division due to a retirement. The employee's last day of employment with the City was January 18, 2012.

Sincerely,

A handwritten signature in blue ink that reads "Joel Lemke".

Joel Lemke
Director of Public Works



CITY OF
WONDERFUL
WATER

STEVENS POINT
**WATER
AND
SEWAGE TREATMENT**
DEPARTMENTS

FEB - 7 2012

February 7, 2012

Mayor Andrew Halverson
1515 Strongs Ave.
Stevens Point, WI 54481

Dear Mayor Halverson:

I have received two retirement letters. One retirement notice is from a water employee and one is from a wastewater employee.

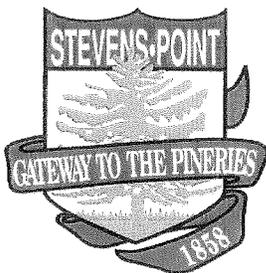
I am requesting permission to fill these vacancies.

Thank you for your consideration of this request.

Sincerely,

Kim M. Halverson
Director

City of Stevens Point
1515 Strongs Avenue
Stevens Point, WI 54481-3594



Joel C. Lemke
Director of Public Works
Phone: 715-346-1561
Fax: 715-346-1650

February 9, 2012

TO: Mayor Halverson and Personnel Committee
FROM: Joel Lemke, Director of Public Works
RE: Request to fill vacant positions

Dear Mayor and Personnel Committee;

I am requesting approval to fill 2 mechanic vacancies in the Streets division of the Public Works Department. Both of these vacancies are a result of recent retirements within the Streets division.

Sincerely,

A handwritten signature in cursive script that reads "Joel Lemke". The signature is written in dark ink and is positioned above the printed name.

Joel Lemke

Director of Public Works