

Meeting Minutes

Personnel Committee

Monday, August 11, 2008, 8:23 p.m.

City Water Department, 300 Bliss Ave.

Present: Chairman Hanson; Alderpersons Molski, Moore, Wiza, Myers

Also Present: Mayor Halverson; C/T Schlice; Alderpersons Slowinski, Heart, Stroik, Trzebiatowski; Clerk Moe; Susan Lemke; John Quirk; Mary Ann Laszewski; Gene Kemmeter, Portage County Gazette; Meredith Thorn, Stevens Point Journal

Chairman Hanson called the meeting to order.

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1. Request to fill Production Specialist position: CA3 [Community Television].
2. Discussion and possible action on dual recruitment for the following positions: Airport Manager (FT); Ramp Agent (PT)
3. Adjourn into closed session (approximately 8:10 p.m.) pursuant to Wisconsin State Statute 19.85(1)(f) for the purpose of reviewing a request for a medical leave of absence.
4. Reconvene into open session (approximately 10 minutes after adjourning into closed session) for possible action on the request for medical leave of absence.
5. Request to hire an LTE (limited term employee): Transit Department.
6. Adjournment.

1. Request to fill Production Specialist position - CA 3 [Community Television].

Chairman Hanson referenced the request memo which was included in the agenda packet and noted that Mayor Halverson had reviewed and approved the re-filling of the vacancy.

Alderman Moore moved to approve re-filling this vacancy, Alderperson Molski seconded. Ayes all; nays none. Motion carried.

2. Discussion and possible action on dual recruitment for the following positions: Airport Manager (FT); Ramp Agent (PT)

Alderperson Molski stated that based on the discussion held earlier during the Finance Committee meeting, she moved to approve the dual recruitment for the positions of Airport Manager (FT) and Ramp Agent (PT), Alderman Moore seconded. Discussion ensued.

Alderman Wiza apologized for missing the discussion held at the Finance Committee but had some questions related to the request. He asked if the current motion would be in affect creating two additional positions.

Mayor Halverson replied that the intent of the request was to enable the City to move forward with recruitment for the positions at the same time as doing an RFP for contract to provide airport management. It is hoped that this parallel process will create the largest applicant pool possible for the City. If it is determined that it is in the best interest of the City to have City employees performing the work, then such a request would come back to the Board of Public Works as well as the Personnel Committee.

Ayes all, nays none. Motion carried.

3. Adjourn into closed session (8:27 p.m.) pursuant to Wisconsin State Statute 19.85(1)(f) for the purpose of reviewing a request for a medical leave of absence.

Alderman Moore moved, Alderman Myers seconded to adjourn into closed session.

Roll Call: Hanson, Molski, Moore, Wiza, Myers

Ayes all, nays none. Motion carried.

4. Reconvene into open session (8:32 p.m.) for possible action on the request for medical leave of absence.

Alderperson Molski moved, Alderman Moore seconded to return to open session.

Roll Call: Hanson, Molski, Moore, Wiza, Myers

Alderperson Molski moved, Alderman Wiza seconded, to approve a medical leave of absence of three months, per the employee request.

Ayes all, nays none. Motion carried.

5. Request to hire an LTE (limited term employee) - Transit Department.

Per the request of Transit Manager Lemke as outlined in her memo of July 29, Alderman Moore moved to approve hiring an LTE in the Transit Department, Alderman Myers seconded.

Ayes all, nays none. Motion carried.

6. Adjournment - 8:34 p.m.

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