

Meeting Minutes

PERSONNEL COMMITTEE

Monday, August 12, 2002 - 7:23 P.M.

City Water Department - 300 Bliss Avenue

Present: Chairman Rackow, Alderpersons Seiser, Sowieja, Molski, Moore

Also Present: C/T Schlice, Clerk Zdroik, Directors Gardner, Van Alstine; Alderpersons Sevenich, Walther, Barr, Phillips; Mayoral Assistant

Molepske, Fire Chief Barnes, Personnel Specialist Jakusz, Barbara Martin (Journal), Gene Kemmeter (Portage County Gazette)

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1. Request to refill vacancy - Water Department.
2. Request for out-of-state travel - City Assessor.
3. Adjourn into closed session (approximately 6:55 P.M.) pursuant to Wisconsin Statute 19.85 (1)(e) and (f) for update and discussion regarding medical leave of absence in the Streets Department and to discuss City/County Personnel services contract.
4. Reconvene into open session (approximately 15 minutes after adjourning into closed session) for possible action.
5. Adjournment.

1. Request to refill vacancy - Water Department.

In a memo addressed to Mayor Wescott, Director Disher is requesting that the vacant position of Chief Operator in the Sewage Department be refilled. The position became vacant when the position of Waste Water Superintendent was filled by the Chief Operator by internal promotion. The request was approved by Mayor Wescott and is in the budget.

Ald. Molski moved, Ald. Seiser seconded, for approval of the request to refill a vacancy in the Sewage Department.

Ayes, all; nays, none. Motion carried.

2. Request for out-of-state travel - City Assessor

The request is from Assessor Kuehn to attend the International Association of Assessing Officers 69th annual conference to be held in Nashville, TN, on September 14-17, 2003. Administrative Policy 3.05 states that requests for known out-of-state travel be submitted to the Personnel Committee for evaluation at its August meeting of each year.

Chairman Rackow reviewed a portion of the memo from Assessor Kuehn with the Committee in which it states that as past president of the Association, she is awarded free conference registration in the amount of \$500. Expenses for this conference are budgeted and are estimated to be \$800.

Ald. Seiser moved, Ald. Sowieja seconded, to approve the out-of-state travel request from the City Assessor for the International Association of Assessing Officers 69th annual conference to be held in Nashville, TN, on September 14-17, 2003.

Ayes, all; nays, none. Motion carried.

3. Adjourn into closed session (approximately 7:28 P.M.) pursuant to Wisconsin Statute 19.85(1) (e) and (f) for update and discussion regarding medical leave of absence in the Streets Department and to discuss City/County Personnel services contract.

Ald. Seiser moved, Ald. Moore seconded, to adjourn into closed session.

Roll Call: Ayes: Chairman Rackow, Ald. Seiser, Sowieja, Molski, Moore.

Nays: None. Motion carried.

4. Reconvene into open session (approximately 15 minutes after adjourning into closed session) for possible action.

Ald. Molski moved, Ald. Seiser seconded, to reconvene into open session.

Roll Call: Ayes: Chairman Rackow, Ald. Seiser, Sowieja, Molski, Moore.

Nays: None. Motion carried.

Ald. Molski moved, Ald. Seiser seconded, to authorize the City Attorney to evaluate the documentation relating to the subject employee and to authorize the City Attorney to take action.

Ayes, all; nays, none. Motion carried.

No action was taken on the City/County Personnel services contract. This item was discussed for information only.

4. Adjournment - 8:08 P.M.

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