

City of Brodhead Personnel Committee Special Meeting minutes, March 21, 2016

Meeting was called to order at 4:40 pm. By John Bernstein.

Present: Bernstein, Vondra, Fox, Mueller, Newcomer. Absent: Anderson

Guests: Police Chief Hughes, City Clerk/Treasurer Withee

Minutes from the previous meeting were distributed and read. Newcomer moved to accept the minutes as presented. Seconded by Fox. All aye.

Public Appearances: None

Committee Comments or Questions: None

Personnel manual revisions: After reviewing minor changes made from the previous work session, Newcomer moved to send the personnel manual draft to the attorney for final review, and to present it to the City Council for approval (pending the approval of the city attorney). Vondra seconded; all aye; motion carried.

At 5:15 p.m. Clerk Withee and Chief Hughes left the meeting. Fox moved to enter into closed session per WI State Statutes Sec. 19.85 (1) (f), to consider financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations. Additionally for closed session per WI State Statutes Sec. 1981 (1) (c) to consider Employee Salaries, Wages & Benefits. Seconded by Vondra; all aye; motion carried. A city employee was invited to enter. The employee left at 5:20 p.m. Clerk Withee was invited to enter the closed meeting at 5:40 p.m.

At 5:55 pm, Mueller moved to enter into open session. Seconded by Fox; all aye; motion carried.

After further review an employee grievance was addressed and sick leave payout will be paid as requested.

The next meeting was scheduled for Tuesday, April 12 at 7:00. (regular scheduled night being election night). We hope to work on job descriptions.

Motion to adjourn by Vondra, seconded by Fox. All aye; motion carried.

Gail Vondra  
Committee Secretary