

City of Brodhead, Wisconsin
Joint Personnel and Finance Committee
August 3, 2016
7:00 p.m.
City Hall Conference Room

1. Call to Order: Nyman called the meeting to order at 7:02 p.m.
2. Roll Call determined a quorum was present for Finance: Nyman, Naramore, Olson, Tallman, and Strommen. Personnel also had a quorum present. Also present was Clerk/Treasurer Withee, Police Chief Hughes, Ellen Popanz and Mayor Pinnow.
3. Minutes from the June 15, 2016 meeting were not available. Motion by Nyman, with a second by Naramore to table until the next meeting. Motion carried.
4. Public Appearances: No citizens were present.
5. Committee Comments or Questions: None.
6. Mayor Pinnow addressed the committees about timely budgeting; can we do long-range planning for borrowing to be proactive, rather than reactive; Prioritizing 5 year plan items for each department; are we adequately staffed in all areas? Mayor Pinnow then left meeting.
7. Job Descriptions/Contracts/Evaluations. This was an item for the personnel committee, which was tabled by committee members until more information was available.
8. Motion by Tallman at 7:15 p.m. to go into closed session per WI Statutes Sec. 19.81 (1) (c), considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Re: New Overtime Rule affecting Park & Rec Director and Clerk/Treasurer. Seconded by Nyman, all aye; Motion carried. Chief Hughes and Ellyn left the room. Motion by Naramore to go back into regular session at 7:50 p.m. Second by Tallman. Motion carried. Chief Hughes and Ellyn were invited back into the meeting. No action was taken.
9. June 2016 Treasurers Report was reviewed.
10. Budget to Actual as of June 30, 2016 was reviewed.
11. Discussion of a City Administrator was held. Financing this position would be an issue. No action was taken.
12. Clerk-Treasurer Department staffing was briefly discussed and tabled until next month.
13. Future agenda items will be employee wages, job descriptions, salary comparisons and the approval of June 15, 2016 meeting minutes.
14. The next meeting will be held jointly with Personnel again on August 24, 2016 at 7:00 p.m. in the City Hall Conference room.
15. Motion by Nyman, with a second by Naramore to adjourn the meeting at 8:34 p.m. Motion carried.

Minutes taken by Carol Tallman, Acting Secretary