

Brodhead Personnel Committee Meeting Minutes
Monday, July 31, 2017

Present: Anderson, Fox, Newcomer, Clerk Withee, Chief Hughes, Vondra (Arrived 5:12 pm)

Alderman Fox called the meeting to order at 4:34 pm.

Anderson moved to approve the minutes from the June meeting as presented, seconded by Newcomer. All aye; motion carried.

No public appearances.

Discussed 2016 comp time payouts for clerk/treasurer. The personnel committee verbally advised the clerk/treasurer early in 2016 to take comp payouts over the course of the year. A salary adjustment would be made for the 2017 budget with no more comp time to be accrued beginning in 2017. No official motion was made to approve the comp time payouts in 2016. Anderson moved to approve 2016 comp time payouts for clerk/treasurer, seconded by Newcomer. All aye; motion carried.

Insurance review, Anderson moved to table Insurance review until end of the meeting, seconded by Newcomer. All aye; motion carried.

Motion by Anderson to table Personnel Manual Review. Second by Newcomer. All aye; motion carried.

Motion by Anderson to recommend for Council approval of Public Works job descriptions with discussed revisions (Director, Employee, and Part Time). Second by Newcomer. All aye; motion carried.

Anderson moved to go into closed session 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; considering complaint against sworn officer and per WI Stats. 19.85 (1) (c) considering employment, promotion, compensation or performance evaluation date of any public employee over which the governmental body has jurisdiction or exercises responsibility; deputy clerk/treasurer, public works employee pay and hiring. Newcomer seconded. All aye; motion carried.

At 5:54 p.m. Anderson moved to return to open session. Seconded by Vondra. All aye; motion carried.

Fox made a statement that Personnel Committee reviewed an anonymous complaint on sworn officer and that anonymous complaints do not carry the same weight as signed letters. No action taken.

Motion by Anderson to recommend for Council approval of wage increase to \$18 for Deputy Clerk/Treasurer effective upon approval of council. Second by Newcomer. All aye; motion carried.

Motion by Anderson to recommend for Council to approval of wage increase to \$22.00 for Rory Strehlow as a certified wastewater operator effective upon approval of council. . Second by Vondra. All aye; motion carried.

Discussed sewer billing, put on next month's agenda.

Discussed City Property/Liability Insurance.

Motion to rescind the motion to recommend for Council approval of Public Works job descriptions with discussed revisions (Director, Employee, Part Time) to allow more review.

Next meeting scheduled for August 14, 2017 at 4:30.

At 6:19 Anderson moved to adjourn. Seconded by Vondra comer. All aye; motion carried.

Scott Anderson, Personnel Committee Member