

PERSONNEL COMMITTEE

NOVEMBER 26, 2018

The meeting was called to order at 8:26 p.m. by Ald. Toellner with the following Roll Call:

Members Present: Ald. Toellner, Ald. Henkel, Ald. Forster,

Members Absent: Ald. Olson

Others Present: Mayor Boelk, Ald. Smith, Ald. Frings, Lisa Schmitt, Karen Moyle, Greg Zipfel, Sara Decker

Item #2 Approve the minutes from the August 27, 2018 and October 1, 2018 meetings.

Motion by Ald. Henkel, second by Ald. Toellner to approve the minutes from the August 27, 2018 and October 1, 2018 meetings. Motion carried unanimously.

Item #3 Citizens Comments

None.

Item #4 Discuss/recommend additions to Employee Handbook regarding self-reporting criminal charges or police contact.

The mayor put it on the agenda. There is nothing in the handbook that if an employee of the city commits a crime that the city needs to be aware of it. There could be potential liability for the city. It was discussed that we should talk about this with the attorney.

Motion by Ald. Toellner, second by Ald. Henkel to have the attorney review this item. Motion carried unanimously.

Item #5 Convene into Closed Session Pursuant to Section 19.85 (1) (c) considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

Motion by Ald. Toellner, second by Ald. Henkel to convene into closed session. Motion carried 2-0.

- A. Comptroller-Treasurer 6 Month Probationary Review.
- B. Discuss with possible action TAG Center Employees and job descriptions.
- C. Reconvene into Open Session with possible action.

Motion by Ald. Henkel, second by Ald. Toellner to reconvene into open session at 8:49 p.m. Motion carried unanimously.

It was noted that Greg is going to sit down with the Mayor and discuss action.

Motion by Ald. Toellner, second by Ald. Toellner to move this job description on to council. Motion carried 2-0.

Item #6 Adjournment.

Motion by Ald. Henkel, second by Ald. Toellner to adjourn at 8:50 p.m. Motion carried unanimously.

Sara Decker, City Clerk