

Minutes of the Personnel, License and Insurance Committee – 15 February 2010

A regular meeting of the Personnel, License and Insurance Committee of the City of Prairie du Chien, Wisconsin was held on Monday February 15th, 2010 at 5:00 PM in Conference Room #2 of City Hall. Chairman Jaaren Riebe called the meeting to order at 5 PM, with all members present.

<u>AGENDA ITEM/DISCUSSION</u>	<u>MOTION-SECOND</u>	<u>VOTE</u>
Certification of the open meeting law agenda requirements	Hemmer-Munson	5-0
Minutes of the February 8 th meeting	Hein-Munson	5-0
ZONING/INSPECTORS POSITION The City Administrator is requesting the item be tabled for now until a more in-depth review of the city staffing needs and skills is done.	Motion to table Hein – Riebe	5-0
FIRE DEPARTMENT WAIVER The Fire Department has an employee who needs a waiver to work past the mandatory retirement age of 60.	Pintz-Hemmer	5-0
EMPLOYMENT POLICY MANUAL A draft of a new and modernized employment manual has been drafted, which includes the recently-passed Electronic Information and Computer policy. The committee discussed some of the inconsistencies and problems in the current policy, and made suggestions on possible changes.	No action required	
CLOSED SESSION under Wisconsin Statute 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	Hemmer-Pintz	5-0
Reconvene in open session	Hemmer-Pintz	5-0
Action on closed session items, if any	Riebe-Pintz	5-0
Direct staff to draft letters to the list of candidates for the position of Deputy City Clerk-Treasury, informing them of the residency requirement, and moving forward with testing of the candidates who wish to move forward in the process.		
Adjourn (655 PM)	Hein-Riebe	5-0

Submitted by City Administrator Aaron Kramer