

MINUTES

VILLAGE OF SURING PERSONNEL COMMITTEE MEETING

WEDNESDAY, JULY 19, 2023 AT 9:00 AM

SURING MUNICIPAL BUILDING, LEARNING CENTER ROOM II – 604 E MAIN STREET, SURING, WI 54174

1. Meeting Called to Order by Village President Steffeck at 9:00 AM.

Roll Call: Bengtson, Kohlwey, Kramp, and Steffeck. Also present: Clerk-Treasurer Kim Gruetzmacher, and Deputy Clerk-Treasurer Pat Sleeter.

2. Agenda motion to approve agenda made by Bengtson and second by Kramp. All ayes. Motion carried.

Open Meeting Notice statement made by Clerk-Treasurer.

3. Public Input: None.

4. Discussion and possible action on Employee Handbook – Discussion was had on the current employee handbook. Clerk reported that the sample handbook from the League of Wisconsin Municipalities was obtained. Committee advised clerk to start with the draft of the League of Wisconsin Municipalities sample handbook and insert Village items into the blanks. Policies will be removed from the handbook and placed into a policy binder. No formal action taken, place agenda item on next committee meeting.

5. ADJOURNMENT – Motion to adjourn made by Kramp and second by Kohlwey. Motion carried. Meeting adjourned at 10:16 AM.

Minutes prepared by Clerk-Treasurer, Kim Gruetzmacher