

MINUTES

VILLAGE OF SURING PERSONNEL COMMITTEE MEETING

TUESDAY, APRIL 9, 2024 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: Trustee Schuettpelz, 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 – no action taken

Committee reviewed information received from League of Municipalities Attorney regarding questions for provisions in the handbook. Clerk to make changes discussed in red and bring draft back to committee at next meeting to review. After committee reviews the final draft will be handed out to employee's for their review and a future meeting will be set for employee's to come in and discuss with the committee.

5. **CLOSED SESSION:** Motion to convene in closed session on the following matters: State Statute 19.85(1)(g) – Conferring with legal counsel for legal advice concerning strategy to be adopted by the board with respect to litigation or enforcement matters in which the board or its designees are likely to become involved: complaints - Motion to go into closed session to include all of committee, Village President, Trustee Schuettpelz, clerk, and deputy clerk made by Kohlwey and second by Kramp. All ayes. Motion carried. Entered into closed session at 10:14 AM.

NO PHONES OR OTHER RECORDING DEVICES ALLOWED

5. **OPEN SESSION:** Motion to convene in Open Session to make motions from closed session – Returned to open session at 10:33 AM – no action was taken.

6. ADJOURNMENT – Motion to adjourn made by Bengtson and second by Kohlwey. All ayes. Motion carried. Meeting adjourned at 10:33 AM. Next meetings scheduled – April 29, 2024 at 9 AM and May 8, 2024 at 9 AM.

Minutes prepared by Clerk-Treasurer, Kim Gruetzmacher