

MINUTES

VILLAGE OF SURING PERSONNEL COMMITTEE MEETING

MONDAY, APRIL 29, 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 Nieling, 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 draft handbook, and made a couple changes. Clerk to make changes and give all employees a copy of the draft handbook. Clerk to let employees know they are welcome to next personnel meeting to discuss handbook.

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 Nieling, clerk, and deputy clerk made by Steffeck and second by Bengtson. All ayes. Motion carried. Entered into closed session at 9:24 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 10:42 AM – no action was taken.

6. **ADJOURNMENT** – Motion to adjourn made by Kohlwey and second by Bengtson. All ayes. Motion carried. Meeting adjourned at 10:42 AM. Next meeting scheduled May 8, 2024 at 9 AM.

Minutes prepared by Clerk-Treasurer, Kim Gruetzmacher