



CITY OF MINERAL POINT

137 HIGH STREET, SUITE 1
MINERAL POINT, WI 53565
608-987-2361

MINUTES

CITY OF MINERAL POINT PERSONNEL COMMITTEE MEETING

Thursday, January 23, 2025, 1:30 PM
City Hall Community Room

CALL TO ORDER/ROLL CALL

The meeting was called to order by Chair Burrows at 1:31 p.m.

Keith Burrows, Chair	Present
Chuck Allendorf	Present (Online)
Mike Christensen	Present
Others Present: City Administrator Matthew Honer.	

APPROVAL OF JANUARY 13, 2025 MINUTES

NO action was taken due to the incorrect minutes being sent out.

DISCUSSION OF EMPLOYEE HANDBOOK/PERSONNEL POLICY UPDATES.

Committee discussed the changing the vacation benefit to increase vacation time for new employees, adding a boot allowance each year for public works employees, and better defining the process for performance evaluation so that it is more clear to employees and the personnel committee in the future.

Administrator Honer stated that the handbook/personnel policy is currently being looked at by the City attorney. Following his review additional edits will be made and it will be sent out to City employees for their review ahead of final approval by Council. Honer stated that he would really like to see the Council take action at their March meeting.

MOTION TO CONVENE IN CLOSED SESSION VIA ROLL CALL VOTE PURSUANT TO WIS. STATS. §19.85(1)(c) FOR CONSIDERATION OF EMPLOYMENT, PROMOTION, COMPENSATION, OR PERFORMANCE EVALUATION DATA OF ANY PUBLIC EMPLOYEE OVER WHICH THE GOVERNMENTAL BODY HAS JURISDICTION OR EXERCISES RESPONSIBILITY (EMPLOYEE PROMOTION AND CITY ADMINISTRATOR EVALUATION AND CONTRACT).

ADJOURN.

Motion (Allendorf/Christiansen) to adjourn at 2:33 PM. Motion carried, all voting aye (3-0).

OFFICE OF THE CITY CLERK-TREASURER

Mayor – Danny Clark

City Administrator | Matthew Honer | administrator@cityofmineralpointwi.gov

City Clerk-Treasurer | Christy Skelding | cityclerk@cityofmineralpointwi.gov