

TOWN OF LIBERTY GROVE MEETING NOTICES

Personnel Committee

Date: Tuesday, April 8, 2025

Time: 10:30am

Place: Town Hall, 11161 Old Stage Road

Agenda:

1. Call to Order
2. Declaration of quorum
3. Approve agenda
4. Approve minutes of 1/9/25, 2/25/25
5. Adjourn to Closed Session pursuant to Wisconsin State Statutes § 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 responsibility – Administrator position
6. Reconvene in open session
7. Announcement(s)/Recommendation(s)
8. Adjourn

**All agenda items will include discussion and possible action. **

**Report items will not be discussed or voted on.*

**Deviation from listed order may occur. **

**Audience members must ask for permission, during "Public input," to speak on agenda items. **

Pamela Donart-Welcome, Clerk/Treasurer

Members of the Town Board or any other Town Committee, who are not members of the body whose meeting agenda is published in this notice, are entitled, as any other citizen of the Town of Liberty Grove, to attend this meeting in an unofficial capacity. It is possible the attendance of one or more non-members may create a quorum of the membership of another body. Such a quorum is unintended, and the non-members are not meeting for the purpose of exercising the powers or duties attendant upon their membership on any Town Committee or Board.

DRAFT
(subject to change until final approval)

Town of Liberty Grove
Minutes of the Personnel Committee meeting on January 9, 2025
(This meeting was correctly posted)

Agenda:

1. Call to Order
2. Declaration of quorum
3. Approve agenda
4. Approve minutes of 9/18/24
5. Adjourn to Closed Session pursuant to Wisconsin State Statutes § 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 responsibility – Administrator position
6. Reconvene in open session
7. Announcement(s)/Recommendation(s)
8. Adjourn

Chairman Johnson called the meeting to order at 10:00am. Committee members Cathy Ward, Billy Appel, and Dan Watts were present. Nancy Goss was excused absent. Administrator Walter Kalms and Clerk/Treasurer Pamela Donart-Welcome were also in attendance.

Ward moved, Appel seconded to approve the agenda as posted. **Carried 4 - 0**

Appel moved, Ward seconded to approve the 9/18/24 minutes as presented. **Carried 4 - 0**

Johnson moved, Ward seconded to adjourn to Closed Session at 10:02am pursuant to Wisconsin State Statutes § 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 responsibility – Administrator position. **Roll call:** Ward, Johnson, Appel, and Watts voted aye. There were no nays. **Motion carried 4 - 0**

Johnson moved, Ward seconded to reconvene into open session at 10:56am. **Roll call:** Appel, Johnson, Watts, and Ward voted aye. There were no nays. **Motion carried 4 - 0**

Johnson moved, Appel seconded to accept the notice of retirement from Walter Kalms as read and filed. **Carried 4 - 0**

Johnson moved, Ward seconded to advertise for the position of Town Administrator in the WTA Magazine, the League of Municipalities, the Pulse, and the Post Crescent, along with a contact at UW Schools, letting them know that the position is available with a salary of \$60,000-\$75,000 per year plus excellent benefits. **Carried 4 - 0**

Johnson moved, Ward seconded to adjourn at 11:00am. **Carried 4 - 0**

Respectfully submitted,
Pamela Donart-Welcome, Clerk/Treasurer

DRAFT
(subject to change until final approval)

Town of Liberty Grove
Minutes of the Personnel Committee meeting on February 25, 2025

Agenda:

1. Call to Order
2. Declaration of quorum
3. Approve agenda
4. Approve minutes of 1/9/25
5. Adjourn to Closed Session pursuant to Wisconsin State Statutes § 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 responsibility – Administrator position
6. Reconvene in open session
7. Announcement(s)/Recommendation(s)
8. Adjourn

Chairman Johnson called the meeting to order at 3:05 pm. Supervisors Nancy Goss, Billy Appel and Dan Watts were also present along with Administrator Kalms. Supervisor Cathy Ward and Clerk-Treasurer Pamela Donart-Welcome were excused.

Goss moved, Appel seconded to approve the agenda as posted. **Carried 4 – 0.**

January 9 minutes were postponed.

Johnson moved, Goss seconded to adjourn to closed session pursuant to Wis. Stat. 19.85(1) (c) as listed in the agenda. **Carried 4 – 0** on a roll call vote with Watts, Appel, Goss and Johnson all voting aye.

Johnson moved, Watts seconded to reconvene into open session. **Carried 4 – 0** on a roll call vote with Johnson, Goss, Watts, and Appel all voting aye.

Johnson moved, Goss seconded to authorize the administrator to continue advertising for the administrator position. **Carried 4-0.**

Johnson moved, Goss seconded to adjourn. **Carried 4-0.** 4:17 pm.

Respectfully submitted,
Walter L. Kalms, Administrator