

**PERSONNEL COMMITTEE
COUNCIL ROOM, CITY HALL
106 W. DIVISION STREET
TUESDAY, MAY 9, 2023
6:30 P.M.**

The Personnel Committee was called to order by Chair Barbara Petkovsek. On roll call: Council Members Barbara Petkovsek, Julie Counsell, William Neville and Mayor Duane Poeschel present.

Also present: Director of Public Works Luke Friemoth and City Clerk-Treasurer Rex R. Roehl.

Motion Poeschel, second W. Neville, to approve the minutes of the previous meeting as presented. All Aye.

No appearances.

Chair Petkovsek stated that the Common Council approved filling the Recreation Director position vacancy at its April 25, 2023 meeting. The Recreation Director job description approved by the Personnel Committee on April 25, 2023 was sent to Pamela Floor, Stafford Rosenbaum, attorney for the League of Wisconsin Municipalities insurance company for review.

Chair Petkovsek stated that Pamela Floor's review states that the Recreation Director's job satisfies the FLSA's administrative exemption, however it does not appear to satisfy the FLSA executive exemption. The City can proceed under FLSA administrative exemption. The current salary is above the \$684 per week minimum currently in the regulations. The job description needs to include "salaried."

Motion Poeschel, second Counsell, to approve the Recreation Director job description as amended with the addition of "salaried." All Aye.

Motion W. Neville, second Poeschel, to adjourn. All Aye.

Barb Petkovsek, Chair