

**PERSONNEL COMMITTEE
COUNCIL ROOM, CITY HALL
WEDNESDAY, JANUARY 31, 2024
1:00 P.M.**

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

Also present: Fire Chief Matt Meyer and Police Chief James Mankowski.

Chair Petkovsek declared the minute of the previous meeting approve as filed with the City Clerk.

Chair Petkovsek announced a closed session per Section 19.85(1)(c) of Wis. Stats. to consider employment, promotion, compensation, performance or evaluation of public employees over which the City of Neillsville has jurisdiction or exercises responsibility, specifically wages, benefits and conditions of employment in regard to reviewing Workers Compensation claim by Firefighter and may reconvene into open session.

Motion Poeschel, second Neville, to invite Fire Chief Matt Meyer and Police Chief James Mankowski to remain for the closed session and City Clerk-Treasurer Rex R. Roehl and Deputy Clerk-Treasurer Michelle Grap to be admitted when called for and the subrogation unit from United Heartland be admitted via telephone. All Aye.

Motion Counsell, second Neville, to go into closed session per Section 19.85(1)(c) of Wis. Stats. to consider employment, promotion, compensation, performance or evaluation of public employees over which the City of Neillsville has jurisdiction or exercises responsibility, specifically wages, benefits and conditions of employment in regard to reviewing Workers Compensation claim by Firefighter and may reconvene into open session. On roll call: All Aye.

CLOSED SESSION

Motion Poeschel, second Neville, to reconvene into open session. On roll call: All Aye.

Motion Poeschel, second Neville, to turn over the items discussed in closed session to Weld Riley. All Aye.

Discussion followed on the position vacancy in the Clerk-Treasurer office. Combine the two positions Assistant Clerk-Treasurer and Deputy IT and promote Debbie Winder as Assistant Clerk-Treasurer/Deputy IT at \$17.50 per hour for 30 hours per week and \$18.00 per hour after the probation period.

Motion Neville, second Poeschel, to recommend to Common Council to hire Debbie Winder for the Assistant Clerk-Treasurer/Deputy IT position at \$17.50 per hour at 30 hours per week and \$18.00 per hour after the probation period. All Aye.

Discussion followed on the letter and information to employees.

Motion Poeschel, second Counsell, to update the letter with the changes. All Aye.

Discussion followed on the Employee Handbook draft.

Motion Poeschel, second Neville, to send the handbook to the League to review. All Aye.

A date for the next meeting was to be determined.

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

Barbara Petkvosek, Chair