

PERSONNEL COMMITTEE MEETING MINUTES
Wednesday, February 19, 2025
(Approved Version)

Agenda Item No. 1. Call to Order

The February 19, 2025 special meeting of the Personnel Committee was called to order by Chair Louise Howson at 8:03 A.M.

Agenda Item No. 2. Roll Call

Present: Chairperson Howson and members Nate Bell and Lilly Orozco.

Staff: Village Administrator Julie Schmelzer and Clerk Heidi Teich

Agenda Item No. 3. Approval of the Agenda

A motion was made by Bell, seconded by Orozco that the Agenda for the February 19, 2025 meeting of the Personnel Committee be approved as presented. Motion carried – All ayes.

Agenda Item No. 4. Comments, correspondence, and concerns from the public

No correspondence was received for this meeting and no additional comments were made.

Agenda Item No. 5. Executive Session

a) Consider a motion to convene into Closed Session pursuant to Wis. Stats., §19.85(1)(b) to consider dismissal, demotion, licensing or discipline of any public employee or the investigation of charges against such person, and the taking of formal action on any such matter; provided that the public employee is given actual notice of any evidentiary hearing which may be held prior to final action being taken and of any meeting at which final action may be taken. Affected employee: Village of Sister Bay Administrator.

b) Motion to reconvene into Open Session.

c) Motion for action, if appropriate.

At 8:04 A.M., a motion was made by Bell, seconded by Orozco to convene into Executive Session pursuant to Wis. Stats. 19.85(1)(b) to consider dismissal, demotion, licensing or discipline of any public employee or the investigation of charges against such person, and the taking of formal action on any such matter; provided that the public employee is given actual notice of any evidentiary hearing which may be held prior to final action being taken and of any meeting at which final action may be taken. Affected employee: Village of Sister Bay Administrator. A roll call vote was taken on the motion and the members voted in the following fashion:

Bell – aye; Orozco – aye; Howson – aye
Motion carried.

A motion was made by Bell, seconded by Orozco to adjourn from Executive Session at 8:20 A.M.

Respectfully submitted,


Heidi Teich
Village Clerk