

Personnel Committee Meeting Minutes

7/17/23 5:30 PM

Present: Matt Buettner, Russ Row, Gary Most, Joel Vogt, Mechelle Childers, Stan Darter, Jim Hopkins, Nathan Krebel, Tim Birk, Shawn Kennedy, Natalie Klopmeier, Patty Feldmeier, Bonnie Schwarze

1. Petitions by Citizens on Non-Agenda Items: None
2. Approval of 6-19-23 Personnel Cmte Mtg Minutes – Motion to approve made by Russ Row, seconded by Gary Most, passed 3-0.
3. Business Office Personnel – Business office employees Natalie Klopmeier, Patty Feldmeier, and Bonnie Schwarze stated a case that a Floater position for the office was needed. While in normal circumstances staffing is sufficient, many of the employees are tenured and have accrued a lot of PTO. During times of any absence it is a struggle for the remaining employees to cover for work, especially during extended or unplanned absences. In the past a floater position was posted but not filled. Recently during times of short staffing an outside associate from Locus assisted for a number of days, and those in office worked some overtime to cover. Need was discussed and considered, no action taken at this time. Natalie, Patty, and Bonnie also mentioned the contract allows for a Lead position, but that has also not been filled for many years. The ask would be that a Lead position be opened that could potentially be held by someone in office already, with added responsibilities such as scheduling, work direction, and acting as a liaison with management. Reviewed the pay schedule for this role, need for the position was discussed, no action taken at this time.
4. Comments: None

Motion to adjourn by Alderman Most, seconded by Alderman Row. Passed 3-0.

Meeting adjourned at 6:10.

Minutes submitted by Personnel Committee Chair Matt Buettner.