

Personnel Committee Meeting Minutes

8/16/23 6:00 PM

Officials Present: Matt Buettner, Jim Trantham, Kyle Buettner, Russ Row, Gary Most, Tim Birk, Stan Darter

Others present: Natalie Klopmeier, Bonnie Schwarze

1. Motion to add Executive Session to the agenda for items two and three on original agenda made by Gary Most, seconded by Kyle Buettner. Motion passed 5-0
2. Comments – City Employees Bonnie and Natalie asked if there were any updates on previously requested floater position. Committee Chair Matt Buettner explained that at this time the committee was going to hold off on adding a position at this time as discussing possible system upgrades to add efficiencies to the work being done in the office. Natalie also asked about adding a lead position to the office. Matt Buettner stated no decision had been made but the committee was open to further discussions on making one of the current roles a lead.
3. Motion made by Russ Row and seconded by Gary most to go in to Executive Session. Motion passed 5-0, went into Session at 6:08
4. Motion made by Kyle Buettner, seconded by Gary Most to return from Executive Session passed 5-0, returned from Session at 6:23
5. Comments – Kyle Buettner asked about succession planning for Tim Birk's position as Tim has stated his intentions to retire likely in 2024. Discussed options for what this position may look like and that an estimated six months of training would be needed for replacements to get up to speed. Discussed lead office position further, committee was open to allowing someone to move into this role as it is currently in the contract.

Motion to adjourn made by Kyle Buettner, seconded by Gary Most. Adjourned at 6:55

Minutes submitted by Personnel Committee Chair Matt Buettner