



Minutes

**Administration and Personnel Meeting**

**Monday, September 22, 2025 at 5:30 PM**

**Council Chamber, 100 E Fountain St, Dodgeville WI**

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**I. CALL TO ORDER AND ROLL CALL**

The meeting was called to order by Chair Tom DeVoss at 5:30pm. Members present were Roxanne Reynolds-Lair, Jerry Johnson, Tom DeVoss, and Mayor Barry Hottmann.

**II. APPROVAL OF MINUTES**

**III. NEW BUSINESS**

1. Discussion and possible action to create a new public works street crew position.  
Motion by Johnson, second by Reynolds-Lair to create a new public works street crew floater position. Voice vote 3-0. Motion carried.
2. Discussion and possible action to approve a performance review evaluation form for use with city staff.  
Motion by Reynolds-Lair, second by Johnson to approve a performance review evaluation form for use with city staff. Voice vote 3-0. Motion carried.
3. Discussion and possible action to approve setting the 2026 employer health insurance contribution rate for non represented employees.  
Motion by Johnson, second by Reynolds-Lair to approve setting the 2026 employer health insurance contribution rate for non represented employees to 82%. Voice vote 3-0. Motion carried.
4. Discussion and possible action to set the 2026 Cost of Living Adjustment for non-represented employees.  
Motion by DeVoss, second by Johnson to set the 2026 Cost of Living Adjustment for non-represented employees to 2.8%. Voice vote 3-0. Motion carried.
5. Discussion and possible action to fill the clerk and/or treasurer position.  
No action was taken during the meeting for this item. This will be discussed at future meetings, as well as possible restructuring and opportunity for outsourcing.
6. Discussion and possible action to create a full-time position of mayor or city administrator.  
No action was taken during the meeting for this item. This will be discussed at future meetings.

**IV. OLD BUSINESS**

**V. CLOSED SESSION**

7. Adjourn to Closed Session pursuant to Wis. State Statute 19.85(1)(c) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, specifically related to **compensation and benefits of the public works streets foreman and past employee payout**

Motion by DeVoss, second by Johnson to adjourn to Closed Session. Roll call vote 3-0.

## **VI. OPEN SESSION**

8. Reconvene to Open Session
9. Any Action Needed as a Result of Closed Session

After closed session, the committee chose not to reconvene to open session, so no motions were made to reconvene to open session.

## **VII. ADJOURN**

10. Motion to Adjourn

Motion by Reynolds-Lair, second by Johnson.

Time: 7:19pm