

FINANCE AND PERSONNEL COMMITTEE

A meeting of the Finance and Personnel Committee was called to order by Chairman Penterman on Monday, August 15, 2022, at 7:21 pm.

Members present: Mayor Penterman, Alders Coenen (via ZOOM), DeCoster, Schell, and Moore.

Absent & Excused: Kilgas.

Also present: Attorney Davidson, Alder Thiele, Alder Eggleston, Alder Antoine, DPW/Eng. Neumeier, HR Dir. Swaney, Street Sup. Van Gompel, Police Chief Graff, Fire Chief Carrel, Planner Stephenson, and interested citizens.

Motion by Moore, seconded by DeCoster to excuse the absent member.

All members present voted aye.

Motion carried.

1. Correspondence - None.

2. Discussion Topics.

a. Authorization to fill laborer position in the Street Department.

The recent transfer of Pete Nelson to the Street Foreman position has left an opening for a laborer.

Motion by Coenen, seconded by Moore to authorize staff to fill a laborer position vacancy.

All members present voted aye.

Motion carried.

b. Employee Handbook updates.

HR Director Swaney stated the City of Kaukauna employee handbook recently underwent a full legal and compliance review. The purpose of this review was to ensure the handbook accurately captured the City's policies, procedures and was in legal compliance with current state and federal law. As a result of this review changes were made to the handbook.

Motion by DeCoster, seconded by Schell to approve the updated Employee Handbook with updates presented.

All members present voted aye.

Motion carried.

3. General Matters – none.

4. Adjourn.

Motion by DeCoster, seconded by Coenen to adjourn.

All members present voted aye.

Motion carried.

Meeting adjourned at 7:26 pm.

Sally Kenney, Clerk