

FINANCE AND PERSONNEL COMMITTEE

A meeting of the Finance and Personnel Committee was called to order by Chairman Penterman on Monday, March 14, 2022, at 6:49 P.M.

Members present: Mayor Penterman, Antoine, Coenen (via phone), Kilgas, and Moore.

Absent & Excused: DeCoster

Also present: Ald. Thiele, Ald. Eggleston, Ald. Schell, Attorney Davidson, DPW/Eng. Neumeier, Fire Chief Carrel, Planner Stephenson, Fin. Dir. Van Rossum, Street Sup. VandenHeuvel, Police Chief Graff and interested citizens.

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

All members present voted aye.

Motion carried.

1. **Correspondence** - None.

2. **Discussion Topics.**

a. **Address needs with reallocating human capital and position creation.**

With the recent announcement of the retirement of the Administrative Coordinator, it has given the opportunity to assess our staffing levels in some departments of the city. The Mayor and staff have discussed how reallocating staff and blending a few positions will satisfy some of our immediate needs. The position areas discussed were Code Enforcement, Community Development Coordinator, Administrative Coordinator, Human Resources and Payroll.

3. **Closed Session.**

a. **Adjourn to Closed Session pursuant to State Statute 19.85(1)(c) to consider employment, promotion, compensation or performance evaluation data of any public employee.**

Motion by Kilgas, seconded by Moore to adjourn to closed session.

All members present voted aye.

Motion carried.

Adjourned to closed session at 6:55 pm.

b. **Return to open session for possible action.**

Motion by Moore, seconded by Antoine to return to open session for possible action.

All members present voted aye.

Motion carried.

Returned to open session at 7:26 pm.

Motion by Moore, seconded by Kilgas to approve the creation of a full-time Human Resources Payroll Generalist position, remove the Accounting Specialist – Payroll position from organization chart, internally advertise for an Administrative Coordinator, and to approve the creation of a full-time Code Enforcement Position to start in May of 2022.

All members present voted aye.

Motion carried.

Nuisance Property Enforcement Policy will be discussed during the March 15 Common Council meeting.

4. **General Matters** - None.

5. **Adjourn.**

Motion by Moore, seconded by Coenen to adjourn.

All members present voted aye.

Motion carried.

Meeting adjourned at 7:28 P.M.

Sally Kenney

Clerk