



Agenda
Administration and Personnel Meeting
Tuesday, July 08, 2025 at 5:30 PM
City Hall Council Chambers, 100 E Fountain St,
Dodgeville, WI

I. CALL TO ORDER AND ROLL CALL

II. APPROVAL OF MINUTES

- [1.](#) Approval of Minutes from April 28, 2025.
- [2.](#) Approval of Minutes from May 12, 2025.
- [3.](#) Approval of Minutes from June 9, 2025.
- [4.](#) Approval of Minutes from June 16, 2025.

III. CLOSED SESSION

5. Adjourn to Closed Session - *Pursuant to Wis. Stat. Sec. 19.85 (1)(c) for employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility for the purpose of: Discussion of performance and compensation for Assistant Director of Public Works, Mechanic, general staff, and to discuss filling the Clerk-Treasurer position.*

IV. OPEN SESSION

6. Reconvene to Open Session
7. Any Action Needed as a Result of Closed Session

V. ADJOURN

8. Motion to Adjourn

Any person who has a qualifying disability, as defined by the Americans with Disabilities Act, that requires the meeting or material at the meeting to be in an accessible location or format, must contact the City Clerk at the address listed above or call 930-5228, prior to the meeting so that any necessary arrangements can be made to accommodate each request.



MINUTES

Administration and Personnel Meeting

Monday, April 28, 2025 at 5:30 PM

City Hall Council Chambers

100 E Fountain St, Dodgeville, WI

I. CALL TO ORDER AND ROLL CALL

The Meeting was called to order at 5:30 PM. Roll call: Reynolds-Lair, Johnson, DeVoss

Also in attendance: Greg Lee, Dylan W., and mayor

II. APPROVAL OF MINUTES

1. *Approval of minutes from March 3, 2025.* Motion by Reynolds-Lair; Second by Johnson; motion passes 3-0

III. NEW BUSINESS

2. Review of Personnel Handbook: *Article 2, Section 2.02 – Vacancies.* Motion to table until the next meeting by Johnson; Second by Reynolds-Lair; motion passes 3-0
3. *Discussion and possible action regarding the Public Works position.*
 - Greg will be willing to consult if we would like to explore that option
 - Dylan is willing to learn and assume many of the DPW responsibilities
 - Dylan will need assistance with budgeting and other areas until he has more time in this new role.
 - Dylan would like to pursue his Professional Engineering (PE) certification and probably needs another 1.5 years of mentorship to complete and we will explore how we can make that happen.
 - The committee is requesting Greg provide information about his job duties and job description to provide details of what Dylan will need to be aware of and where there may need to be assistance.
 - The committee expressed that they want Dylan to continue in his role and the committee will provide more guidance and information after their next meeting.
 - NO specific ACTION was taken.
4. *Discussion regarding the creation of a City Administrator.*
 - Brief discussion on this topic.
 - Committee is looking for more information and the mayor will provide additional information before the next meeting
5. *Establish a monthly meeting date and time per Dodgeville Municipal Code Sec 2.05.* A monthly meeting date was established for the 4th Monday of each month. The monthly

meetings will not start until June, as the 4th Monday in May is a holiday (Memorial Day). Next meeting date was established for Monday, May 12, 2025, at 5:30 PM.

IV. ADJOURN

6. *Motion to Adjourn.* Motion by Reynolds-Lair; Second by Johnson; motion passes 3-0. Meeting adjourned at 6:44 PM.

Minutes



Administration and Personnel Meeting

Monday, May 12, 2025 at 5:30 PM

City Hall Back Meeting Room, 100 E Fountain St,

Dodgeville, WI

I. CALL TO ORDER AND ROLL CALL

Meeting called to order at 5:30 PM CST

PRESENT

Roxanne Reynolds-Lair

Jerry Johnson

Tom DeVoss

Also PRESENT

Mayor Hottmann

II. APPROVAL OF MINUTES

1. Approval of the minutes from April 28, 2025

Motion made by Reynolds-Lair, Seconded by Johnson.

Voting Yea: Reynolds-Lair, Johnson, DeVoss

III. NEW BUSINESS

2. Adjourn to Closed Session - *Pursuant to Wis. Stat. Sec. 19.85 (1)(c) for employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility for the purpose of:*

Discussion of performance and compensation for Assistant Director of Public Works, Clerk-Treasurer, and Mechanic, and to discuss filling the Director of Public Works position.

Motion made by DeVoss, Seconded by Johnson.

Roll Call Voting Yea: Reynolds-Lair, Johnson, DeVoss

IV. NEW BUSINESS

3. Reconvene to Open Session

Motion made by Johnson, Seconded by Reynolds-Lair.

Voting Yea: Reynolds-Lair, Johnson, DeVoss

4. Any Action Needed as a Result of Closed Session

V. ADJOURN

5. Motion to Adjourn

Motion made by Johnson, Seconded by Reynolds-Lair.

Voting Yea: Reynolds-Lair, Johnson, DeVoss

Meeting adjourned at 6:46 PM CST

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Minutes



Administration and Personnel Meeting

Monday, June 09, 2025 at 5:30 PM

City Hall Council Chambers, 100 E Fountain St,

Dodgeville, WI

I. CALL TO ORDER AND ROLL CALL

Meeting called to order at 5:30 PM

PRESENT

Roxanne Reynolds-Lair

Jerry Johnson

Tom DeVoss

Also PRESENT

Mayor Hottmann

II. APPROVAL OF MINUTES

1. Approval of the minutes from May 12, 2025

Motion made by Reynolds-Lair, Seconded by Johnson.

Voting Yea: Reynolds-Lair, Johnson, DeVoss

III. CLOSED SESSION - Pursuant to Wis. Stat. Sec. 19.85 (1)(c) for employment, promotion, compensation, or performance evaluation data of any City employee, for the purpose of:

2. Adjourn to Closed Session - Pursuant to Wis. Stat. Sec. 19.81 (1)(c) for employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility for the purpose of: **Discussion of performance and compensation for Director of Public Works and employment and performance of Clerk-Treasurer.**

Motion made by DeVoss, Seconded by Johnson.

Voting Yea: Reynolds-Lair, Johnson, DeVoss

IV. OPEN SESSION

3. Reconvene to Open Session

Motion made by Reynolds-Lair, Seconded by Johnson.

Voting Yea: Reynolds-Lair, Johnson, DeVoss

4. Any Action Needed as a Result of Closed Session

V. NEW BUSINESS

5. Discussion and possible action on hiring a building inspector.

Mayor Hottmann presented information about possible options for building inspector. More information would be collected and further discussion would happen at the next meeting. No action taken.

VI. ADJOURN

Meeting adjourned at 6:55 PM CST.

6. Motion to Adjourn

Meeting adjourned at 6:55 PM CST.

Motion made by Reynolds-Lair, Seconded by Johnson.

Voting Yea: Reynolds-Lair, Johnson, DeVoss

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Minutes



Administration and Personnel Meeting

Monday, June 16, 2025 at 5:30 PM

City Hall Council Chambers, 100 E Fountain St,

Dodgeville, WI

I. CALL TO ORDER AND ROLL CALL

Meeting called to order at 5:32 PM CST

PRESENT

Roxanne Reynolds-Lair

Jerry Johnson

Tom DeVoss

Also PRESENT

Dylan Wadzinski

Mayor Hottmann

II. APPROVAL OF MINUTES

1. Approval of Minutes from June 9, 2025.

Motion made by Reynolds-Lair, Seconded by Johnson.

Voting Yea: Reynolds-Lair, Johnson, DeVoss

III. CLOSED SESSION

2. Adjourn to Closed Session - Pursuant to Wis. Stat. Sec. 19.85(1)(c) for employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility for the purpose of:

Discussion of performance and compensation for Director of Public Works and employment and performance of Clerk-Treasurer.

Motion made by Johnson, Seconded by Reynolds-Lair.

Roll Call Voting Yea: Reynolds-Lair, Johnson, DeVoss

IV. OPEN SESSION

3. Reconvene to Open Session

Motion made by Johnson, Seconded by Reynolds-Lair.

Voting Yea: Reynolds-Lair, Johnson, DeVoss

4. Any Action Needed as a Result of Closed Session

5. Discussion and possible action on hiring a building inspector.

Motion to make a recommendation to the council to engage in a 1-year contract with Ryan Lindsey of 3C Inspect, LLC for building inspection services for the City of Dodgeville.

Motion made by Reynolds-Lair, Seconded by Johnson.

Voting Yea: Reynolds-Lair, Johnson, DeVoss

6. Discussion of Water Tower Lease with MHTC.

Discussion of the proposed water tower lease with MHTC. Mayor Hottmann discussed some of the comments from the attorneys working through the agreement. Additional information was requested for electricity usage. Other pending items were discussed and worked through. Additional conversations with MHTC were recommended.

No action taken.

V. ADJOURN

Motion made by Reynolds-Lair, Seconded by Johnson.

Voting Yea: Reynolds-Lair, Johnson, DeVoss

Meeting adjourned at 7:15 PM CST.

7. Motion to Adjourn

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