

## **FINANCE AND PERSONNEL COMMITTEE**

A meeting of the Finance and Personnel Committee was called to order by Chair Penterman on Monday, October 2, 2023, at 6:00 p.m.

Members present: Mayor Penterman, Antoine, Coenen, Eggleston, Moore, and Thiele.

Also present: Ald. Schell, Ald. Kilgas, Attorney Davidson, DPW/Eng. Neumeier, Fire Chief Carrel, HR Dir. Swaney, Com. Enrich. Service Dir. Vosters and interested citizens.

1. **Correspondence** - None.

2. **Discussion Topics.**

a. **2024 Employee Handbook.**

HR Director Swaney provided a list of changes recommended to the 2024 Employee Handbook. Discussion was held and questions answered.

Motion by Thiele, seconded by Moore to approve the 2024 Employee Handbook with recommended changes starting January 1, 2024.

All members voted aye.

Motion carried.

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

Motion by Antoine, seconded by Moore to Adjourn to Closed Session Pursuant to State Statute 19.85 (1)(c) to discuss employment, promotion, compensation or performance evaluation data of any public employee.

All members voted aye.

Motion carried.

Moved to closed session at 6:14 p.m.

c. **Return to Open Session for possible action.**

Motion by Moore, seconded by Coenen to return to Open Session.

All members voted aye.

Motion carried.

Returned to Open Session at 6:54 p.m.

Motion by Moore, seconded by Thiele to approve the retention letter to HR Director Shanon Swaney and move DPW/Eng. Neumeier to Grade 25 - Step 5 and forward these recommendations to the Common Council.

All members voted aye.

Motion carried.

3. **Adjourn.**

Motion by Antoine, seconded by Coenen to adjourn.

All members voted aye.

Motion carried.

Meeting adjourned at 6:56 p.m.

Sally Kenney, Clerk