

FINANCE AND PERONNEL COMMITTEE

City of Kaukauna
Council Chambers
Municipal Services Building
144 W. Second Street, Kaukauna



Monday, January 15, 2024 at 6:10 PM

AGENDA

In-Person

1. Correspondence.
2. Discussion Topics.
 - [a.](#) Permission to fill 1000 Islands Environmental Center Administrative Assistant position due to retirement.
 - [b.](#) Permission to fill Laborer Position due to retirement.
3. Adjourn.

NOTICES

Notice is hereby given that a majority of the City Council will be present at the meeting of the Finance and Personnel Committee scheduled for Monday, January 15, 2024 at 6:15 P.M. to gather information about a subject over which they have decision making responsibility.

IF REQUESTED THREE (3) DAYS PRIOR TO THE MEETING, A SIGN LANGUAGE INTERPRETER WILL BE MADE AVAILABLE AT NO CHARGE.





MEMO

HUMAN RESOURCES

To: Finance and Personnel Committee
From: Shanon Swaney, Human Resources Director
Date: January 15, 2024
Re: Notification of Retirement and Approval to Fill Position

Maureen Feldt, Environmental Center Administrative Assistant, has turned in official notice of her retirement. Maureen has been with the City since 2018. Her last day of employment will be 02/02/2024.

Staff seeks authorization from the Finance and Personnel Committee to fill an Environmental Center Administrative Assistant position due to retirement.





MEMO

HUMAN RESOURCES

To: Finance and Personnel Committee
From: Shanon Swaney, Human Resources Director
Date: January 15, 2024
Re: Notification of Retirement and Approval to Fill Position

Al Tennesen, Garage Truck Operator, in the street department, has turned in official notice of his retirement. Al has been with the street department since 1997. His last day of employment will be 1/10/2024.

Staff seeks authorization from the Finance and Personnel Committee to fill a Laborer position due to retirement.

