

FINANCE AND PERSONNEL COMMITTEE

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



Monday, July 15, 2024 at 6:10 PM

AGENDA

In-Person and Remote Teleconference via ZOOM

1. Correspondence.
2. Discussion Topics.
 - [a.](#) Permission to fill Firefighter/Paramedic position due to resignation.
 - [b.](#) Permission to fill HR Director position due to resignation.
 - [c.](#) Permission to fill DPW Laborer position due to termination.
 - [d.](#) Permission to fill Assistant Naturalist and Site Manager positions.
 - e. Permission to fill Naturalist position due to resignation.
 - f. 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.
 - g. Return to open session for possible action.
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, July 15, 2024 at 6:10 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.

MEETING ACCESS INFORMATION:

You can access this meeting by one of three methods: from your telephone, computer, or by an app. Instructions are below.

To access the meeting by telephone:

1. Dial 1-312-626-6799
2. When prompted, enter Meeting ID 234 605 4161 followed by #
3. When prompted, enter Password 54130 followed by #

To access the meeting by computer:

1. Go to <http://www.zoom.us>
2. Click the blue link in the upper right hand side that says Join a Meeting
3. Enter Meeting ID 234 605 4161
4. Enter Password 54130
5. Allow Zoom to access your microphone or camera if you wish to speak during the meeting

To access the meeting by smartphone or tablet:

1. Download the free Zoom app to your device
2. Click the blue button that says Join a Meeting
3. Enter Meeting ID 234 605 4161
4. Enter Password 54130
5. Allow the app to access your microphone or camera if you wish to speak during the meeting

Members of the public will be muted unless there is an agenda item that allows for public comment or if a motion is made to open the floor to public comment.



MEMO

OFFICE OF THE MAYOR

To: Finance and Personnel Committee
From: Anthony J. Penterman, Mayor
Date: July 15, 2024
Re: Permission to fill Firefighter/Paramedic position

Background information:

Firefighter/Paramedic Trent Frost resigned from his position effective June 29, 2024.

Strategic Plan: NA

Budget: NA

Staff Recommended Action:

Staff seeks authorization from the Finance and Personnel Committee to fill a Firefighter/Paramedic position due to resignation.





MEMO

OFFICE OF THE MAYOR

To: Finance and Personnel Committee
From: Anthony J. Penterman, Mayor
Date: July 15, 2024
Re: Permission to fill Human Resources Director position

Background information:

Human Resources Director Shanon Swaney resigned from her position effective June 27, 2024

Strategic Plan: NA

Budget: NA

Staff Recommended Action:

Staff seeks authorization from the Finance and Personnel Committee to fill a Human Resources Director position due to resignation.





MEMO

OFFICE OF THE MAYOR

To: Finance and Personnel Committee
From: Anthony J. Penterman, Mayor
Date: July 15, 2024
Re: Permission to fill DPW Laborer position

Background information:

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

Strategic Plan: NA

Budget: NA

Staff Recommended Action:
Authorize staff to fill a Laborer position.





MEMO

FINANCE AND PERSONNEL COMMITTEE

To: Finance and Personnel Committee
From: Terri Vosters, Community Enrichment & Recreation Director
Date: July 16, 2024
Re: Permission to fill 1000 Islands Assistant Naturalist & Site Manager Positions

Naturalist, Nathaniel Blood resigned from his position effective 7/26/2024. Staff seeks authorization from the Finance and Personnel Committee to fill an Assistant Naturalist position and a Site Manager position due to vacancy.

