

FINANCE AND PERSONNEL COMMITTEE

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



Tuesday, September 05, 2023 at 6:10 PM

AGENDA

In-Person

1. Correspondence.
2. Discussion Topics.
 - a. [a.](#) Authorization to fill vacant 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 Tuesday, September 5, 2023 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.





MEMO

HUMAN RESOURCES

To: Finance and Personnel Committee
From: Shanon Swaney, Human Resources Director
Date: September 5, 2023
Re: Notification of Retirement and Approval to fill position

Larry Novak has submitted an official notice of his retirement from the street department after 21 years of employment. Larry's last day with the City will be October 3, 2023. His position will be filled internally and will create a laborer vacancy.

Staff seeks authorization from the Finance and Personnel Committee to fill a laborer position vacancy due to the retirement of Larry Novak.

