



MINUTES OF THE PERSONNEL COMMITTEE

MONDAY, FEBRUARY 17, 2025 AT 5:30 PM

CONFERENCE ROOM AT THE MUNICIPAL BUILDING, 450 S. MAIN STREET, RICHLAND CENTER, WI 53581

CALL TO ORDER Chair Walters called the meeting to order at 5:37PM. A quorum was present. Oliphant affirmed proper notice. Members Present: Melony Walters, Tom McCarthy, and Ryan Cairns. Members Absent: None.

APPROVAL OF MINUTES Motion to approve the previous meeting minutes by McCarthy, seconded by Cairns. Motion carried unanimously.

ADMINISTRATOR'S REPORT Oliphant reported the following:

- Attended the annual Public Finance Seminar by Ehlers.
- Financial Officer candidate accepted position with a 3/31 start date.
- New Buildings & Grounds Crew Lead started on 2/10.
- Actively seeking seasonal workers. All seasonal positions are posted on the website.
- Election to be held on Tuesday, February 18th. Anticipating a small turnout.
- Fire Department agreement is under review. Revision suggestions will likely be forthcoming.
- An application for the Innovation Planning Grant related to Symons will be submitted by 2/28.
- A request from the School District Administrator to construct a sidewalk along Hive Dr is under review.
- A member of the ADA committee is resigning, leaving an open seat.
- The Ad hoc Council Rules Committee will resume meeting following the appointment of a new member.

CLOSED SESSION – Employee Performance Evaluation

Motion to enter closed session at 5:56PM by Walters, seconded by McCarthy. Motion carried unanimously.

Closed Session

Motion to reconvene in open session at 7:39PM by Walters, seconded by McCarthy. Motion carried unanimously.

SET NEXT MEETING DATE The next meeting was scheduled for March 17th at 5:30PM.

ADJOURNMENT Motion to adjourn by Walters, seconded by McCarthy. The meeting adjourned at 7:40PM.

Meeting minutes recorded by Ashley Oliphant