

MINUTES – PERSONNEL COMMITTEE

DATE: July 5, 2023

LOCATION: Verona City Hall – Large Conference Room
111 Lincoln St., Verona, Wis.

- 1) Chairperson Chad Kemp called the meeting to order at 5:30 p.m.
- 2) Roll call – present were: Chairperson Chad Kemp, Alderperson Beth Tucker-Long and Alderperson Phil Hoechst.
- 3) There was no public comment.
- 4) Tucker-Long moved, Hoechst seconded approving the minutes of the June 21, 2023 Personnel Committee meeting. The motion passed unanimously.
- 5) Kemp moved, Hoechst seconded adding a Public Works Maintenance position and holding open the Assistant Public Works Director position. The motion passed unanimously.
- 6) Tucker-Long moved, Hoechst seconded approving a reclassification for the Building Facilities Manager position from Grade 11/Step 9 to Grade 13/Step 9. The motion passed unanimously.
- 7) Updates were provided on the consulting services provided by McMahon Consulting group and a draft Cell Phone and Smartphone Policy.
- 8) Hoechst moved, Tucker-Long seconded recommending the request for a part-time Administrative Assistant at the Fire Department. The motion passed unanimously.
- 9) Updates were provided on position requests for the 2024 budget.
- 10) Tucker-Long moved, Hoechst seconded adjournment. The motion passed unanimously and the meeting adjourned at 6:27 p.m.

By: Jamie J. Aulik, City Administrator