

## **Minutes of the Personnel, License & Insurance Committee – September 15th 2011**

A meeting of the Personnel, License and Insurance Committee of the City of Prairie du Chien was held on Thursday September 15th 2011 at 7:00 PM in Conference Room #2 of City Hall. Chairperson Linda Munson called the meeting to order.

### **1. CALL TO ORDER/ROLL CALL**

Kathleen Hein absent. ALSO PRESENT – Mayor Dave Hemmer, Co-Public Works Manager Terry Meyer

NOTE: Hein arrived at 7:01 PM.

### **2. Certification of the open meeting law agenda requirements and approval of the agenda**

MOTION: Solomon SECOND: Riebe VOTE: 5-0

### **3. APPROVAL – Minutes of the September 13th 2011 meeting**

ACTION: To approve MOTION: Solomon SECOND: Ames VOTE: 5-0

### **4. DISCUSSION AND ACTION – Proposed Personnel Ordinance**

Discussion continued on the vacation portion of the proposed ordinance. Meyer was questioned about the current usage of vacation and vacation carryovers by employees. ACTION: To approve the current vacation format for current employees, and institute a new vacation policy for new hires MOTION: Munson SECOND: Ames

Further discussion was held on the motion. Munson withdrew her motion, Ames her second.

NOTE: Riebe left the meeting at 8:00 PM

### **5. ADJOURN (8:05 PM)**

ACTION: To adjourn to Thursday September 29<sup>th</sup> at 6:30 PM MOTION: Munson SECOND: Hein VOTE: 4-0

Submitted by City Administrator Aaron Kramer