

## **Minutes of the Personnel, License & Insurance Committee – March 1<sup>st</sup> 2012**

A meeting of the Personnel, License and Insurance Committee of the City of Prairie du Chien was held on Thursday March 1<sup>st</sup> 2012 at 6:30 PM in Conference Room #2 of City Hall. Chairperson Linda Munson called the meeting to order.

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

PRESENT – Linda Munson (Chairperson), Kathleen Hein, Karen Solomon, Judeen Ames, Kyle Kozelka ABSENT – None ALSO PRESENT – Mayor Dave Hemmer, Airport FBO Rich Yeomans, Jane Petrowicz, City Administrator Aaron Kramer

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

MOTION: Ames SECOND: Hein VOTE: 5-0

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

MOTION: Solomon SECOND: Ames VOTE: 5-0

### **4. ADJOURN to CLOSED SESSION (6:32 PM)**

ACTION: To permit Jane Petrowicz to attend the closed session MOTION: Ames SECOND: Solomon VOTE: 5-0

ACTION: To go into closed session under Wisconsin State Statute 19.85(1) (c) - Considering employment, promotion, compensation or performance data of any public employee over whom the governmental body has jurisdiction or exercises responsibility. RE: Contract with Airport Manager RE: Employee Evaluation Reviews

### **5. CONVENE into OPEN SESSION (8:25 PM)**

MOTION: Hein SECOND: Ames VOTE: 5-0

### **6. ACTION from CLOSED SESSION**

ACTION: To direct staff to draft a 2-year contract, effective July 17<sup>th</sup> 2012, with Aviation Concessions, Incorporated, to operate the Prairie du Chien Municipal Airport MOTION: Hein SECOND: Munson VOTE: 5-0

ACTION: To forward to the Council a series of proposed one-time merit compensation adjustments MOTION: Solomon SECOND: Hein VOTE: 5-0

### **7. ADJOURNMENT (8:30 PM)**

MOTION: Solomon SECOND: Ames VOTE: 5-0

Submitted by City Administrator Aaron Kramer