

CITY OF PRAIRIE DU CHIEN

214 East Blackhawk Avenue - PO Box 324 - Prairie du Chien, WI 53821 * Phone: (608) 326-6406 * Fax: (608) 326-8182 * www.prairieduchien.info

Notice is hereby given according to State Statutes that the **PERSONNEL COMMITTEE** of the City of Prairie du Chien will meet on **Thursday March 3rd 2016 at 5:45 P.M.** in City Hall. *PROOF OF POSTING AFFIDAVIT:* This agenda was posted more than 24 hours prior to the start of this meeting as follows: City Hall, 214 E. Blackhawk Avenue (kiosk) - Library, 125 S. Wacouta Avenue - U.S. Post Office, 120 S. Beaumont Rd. - Mailed & emailed to Members - News media as requested

MEETING NOTICE – PERSONNEL COMMITTEE

Date: Thursday March 3rd 2016

Time: 5:45 P.M.

Location: Conference Room #2 – City Hall

GENERAL ITEMS TO BE ACTED UPON:

- 1. Call to order/Roll Call**
- 2. Certification of the open meeting law agenda requirements and approval of the agenda**
- 3. APPROVAL – Minutes of the February 23rd 2016 meeting**

ACTION ITEMS

4. DISCUSSION AND ACTION – Ordinance 2016-06 (REPEALING AND RECREATING CHAPTER 22.04 (1) (VACATION))

The purpose of this Ordinance is to amend Chapter 22.04 (1) to modify the City’s current vacation procedure.

5. DISCUSSION AND ACTION – Creation of Lead Man Position in Water Department

6. DISCUSSION AND ACTION - Attendance by Council or Committee/Commission members who are not physically present

A number of documents with relative information on this topic have been included in the packet for the Committee to review.

7. ADJOURN to 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: Performance Review of the City Administrator and Contract with the City Administrator

8. CONVENE into OPEN SESSION

9. ACTION from CLOSED SESSION

10. ADJOURNMENT

Aaron Kramer, City Administrator

COMMITTEE MEMBERS: Karen Solomon (Chairperson), Jean Titlbach, Nate Gilberts, Edward Hayes-Hall

All agenda and minutes of City meetings are online: <http://www.prairieduchien.info/Agendas-and-Minutes.html>