

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 September 1st 2016 at 6:00 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 September 1st 2016

Time: 6:00 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 March 3rd 2016 meeting**

ACTION ITEMS

4. DISCUSSION AND ACTION – Compensation/Classification Proposal (Carlson Dettman Consulting, LLC)

The proposal, estimated to cost \$7,500 plus traveling expenses, would initiate the City's first compensation/job classification review in recent years. Staff would recommend approval.

5. DISCUSSION AND ACTION – City Clerk/Treasurer

With the impending retirement of City Clerk-Treasurer Barb Elvert, after 42 years of service to the City, staff is proposing an updated job description and salary range for consideration before posting the position.

6. 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>