



# **MINUTES OF THE PERSONNEL COMMITTEE**

**TUESDAY, JANUARY 30, 2024, 4:30 PM**

**In person at City Hall, Room 207.**

**Virtual attendance also available via Zoom.**

## **A. ZOOM MEETING INFORMATION.**

I. Join Zoom Meeting Online:

<https://us02web.zoom.us/j/86846491807?pwd=K3NJQlNxdXUlcjB2RlR0TWVTUkYdZ09>

Or call in by phone: +1 312 626 6799

Meeting ID: 868 4649 1807

Passcode: 298054

If you wish to speak at this public meeting or leave a comment, please fill out the online [Comment Form](#) prior to the meeting. More detailed [Zoom Instructions](#) can be found online.

## **B. ROLL CALL.**

Present: Jim Hutchison, Brian Johnson, Bill Galvin, Jesse Brunette

Others Present: Public Works Director Steve Grenier, Finance Director Diana Ellenbecker, Police Chief Chris Davis, Fire Chief Matthew Knott, Information Technology Director Dave Wilquet, Community and Economic Director Cheryl Renier-Wigg, City Attorney Joanne Bungert, Chief of Operations Joseph Faulds, Human Resources Manager Melanie Falk and others.

## **C. APPROVAL OF THE AGENDA.**

Moved by Ald. Brian Johnson, seconded by Ald. Jim Hutchison to approve the agenda.

Motion Passed.

Yes- Bill Galvin, Brian Johnson, Jesse Brunette, Jim Hutchison, No- None, Abstain- None.

## **D. APPROVAL OF MINUTES.**

I. Approval of the Minutes from the January 9, 2024, Personnel Committee meeting.

Moved by Ald. Brian Johnson, seconded by Ald. Jim Hutchison to approve.

Motion Passed.

Yes- Bill Galvin, Brian Johnson, Jesse Brunette, Jim Hutchison, No- None, Abstain- None.

## **E. REGULAR BUSINESS.**

1. For consideration with possible action on the request to fill the following positions and all subsequent vacancies resulting from internal transfers.

- a. Administrative Clerk
- b. Sewer Maintenance Worker

Moved by Ald. Brian Johnson, seconded by Ald. Jim Hutchison to approve items A and B.  
Motion Passed.

Yes- Bill Galvin, Brian Johnson, Jesse Brunette, Jim Hutchison, No- None, Abstain- None.

2. For consideration with possible action on amendment to Chapter 9 Hours of Work and Fringe Benefits to revise 9.12 Holidays.

Moved by Ald. Jim Hutchison, seconded by Ald. Jesse Brunette to open the floor.  
Motion Passed.

Yes- Bill Galvin, Brian Johnson, Jesse Brunette, Jim Hutchison, No- None, Abstain- None.

Moved by Ald. Jim Hutchison, seconded by Ald. Brian Johnson to close the floor.  
Motion Passed.

Yes- Bill Galvin, Brian Johnson, Jesse Brunette, Jim Hutchison, No- None, Abstain- None.

Moved by Ald. Jesse Brunette, seconded by None to approve with the exception of the full day off on New Year's Eve.

Motion Failed.

Yes- None, No-None, Abstain- None.

Moved by Ald. Brian Johnson, seconded by Ald. Jim Hutchison to approve as presented and to direct staff to ensure that tax collection personnel are staffed and provide tax collection services for a full day on New Year's Eve.

Motion Passed.

Yes- Bill Galvin, Brian Johnson, Jesse Brunette, Jim Hutchison, No- None, Abstain- None.

## **F. INFORMATIONAL.**

1. Stay and Exit Interviews Update.

2. Report of Routine Personnel Actions.

Moved by Ald. Brian Johnson, seconded by Ald. Jesse Brunette to open the floor.  
Motion Passed.

Yes- Bill Galvin, Brian Johnson, Jesse Brunette, Jim Hutchison, No- None, Abstain- None.

Moved by Ald. Jesse Brunette, seconded by Ald. Brian Johnson to close the floor.  
Motion Passed.

Yes- Bill Galvin, Brian Johnson, Jesse Brunette, Jim Hutchison, No- None, Abstain- None.

3. Next Meeting: February 27, 2024

### **G. ADJOURNMENT.**

Moved by Ald. Brian Johnson, seconded by Ald. Jim Hutchison to adjourn.

Motion Passed.

Yes- Bill Galvin, Brian Johnson, Jesse Brunette, Jim Hutchison, No- None, Abstain- None.