



President Ron Duuck called the meeting to order Monday, May 23, 2011 at 5:00PM, 140 Main Street 3rd floor of City Hall, City Council chambers.

Present: Ron Duuck, Tony Gutierrez, Jason Dionne, Terri Reuss, Mayor Merkes, City Attorney Captain, Marshall Spencer

Absent: None

1. Meeting Minutes

- Jason Dionne moved to accept the May 18 minutes. Terri Reuss seconded the motion. The motion was unanimously supported.

2. New business

- We learned that the secretary had the wrong email address for Terri Reuss; consequently she wasn't aware of and didn't attend the last 2 meetings, which weren't scheduled at regular meeting times.
- Going forward the Secretary will assemble and maintain a contact list of the commission members

3. Jason Dionne made a motion to go into **closed session. Terri Reuss seconded the motion. The Secretary conducted a role call vote and the motion was unanimously passed.**

4. CLOSED SESSION Wisconsin statutes sec 19.85 (1)(c)

- Considering the employment, promotion, compensation or evaluating the performance of any employee under the commission's jurisdiction.
- **RETURN TO OPEN SESSION;** Jason Dionne made a motion to return to open session. Terri Reuss seconded the motion and the motion was unanimously passed.

5. Process for replacing Chief Stanke upon his June 6 2011 retirement

- We developed a plan for temporary replacement during the process of hiring a permanent replacement, pending the individual's acceptance.
- We will collect and evaluate information regarding how other communities have gone about replacement.
- We will review and possibly up date the Chief of Police's job description
- We will consider using outside consulting resources
- We will develop a list of key attributes for the next Chief of Police

6. Old business-None

7. Next Meeting: Friday June 10, 2011 at 12:00 noon 140 Main Street 3rd floor of City Hall, City Council chambers.

8. Adjourn: Motion by Terri Reuss, seconded by Tony Gutierrez at 6:30pm. The motion was unanimously supported.

Menasha alderpersons occasionally attend meetings of this body. It is possible that a quorum of Common Council, Board of Public Works, Administration Committee, Personnel Committee, may be attending; however no official Acton of any of these bodies will be taken.

Menasha is committed to its diverse population. Our non- English speaking population or those with disabilities are invited to contact the Chief of Police at 967-3500 at least 24-hours in advance to ensure special accommodations can be made.

Respectfully submitted,
Marshall Spencer,
Commissioner, Secretary