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CITY OF MENASHA
PERSONNEL COMMITTEE
Third Floor Council Chambers
140 Main Street, Menasha
May 16, 2016
MINUTES

A. CALL TO ORDER
Meeting called to order by Chairman Keehan at 7:19 p.m.

B. ROLL CALL/EXCUSED ABSENCES
PRESENT: Aldermen Collier, Keehan, Zelinski, Spencer, Benner, Nichols, Taylor, Krautkramer, Mayor Merkes.
ALSO PRESENT: CA Captain, PC Styka, ASD Steeno, PHD McKenney, AP Englebert, Clerk Galeazzi.

C. MINUTES TO APPROVE
1. Personnel Committee, 4/19/16
Moved by Ald. Benner seconded by Ald. Nichols to approve minutes.
Motion carried on voice vote.

D. ACTION/DISCUSSION ITEMS
1. Director of Public Works Position – Recruitment Process.
ASD Steeno explained with the upcoming retirement of DPW Radtke on July 1 the recruitment process for his successor needs to begin. She explained the position of Public Works Director is a City Officer position and the recruitment procedure is different than other city positions.

Moved by Ald. Benner seconded by Ald. Taylor to authorize Administrative Services Director to proceed with the recruitment process for the Public Works Director position.
Motion carried on voice vote.

General discussion ensure on forming a sub-committee to conduct initial interviews for Director of Public Works position and who should be on the sub-committee.

Moved by Ald. Taylor seconded by Ald. Zelinski to form a sub-committee of eight members consisting of Administrative Services Director, a City Department Head, Mayor Merkes, a Public Works Director from another municipality, two Aldermen, and two citizens.

General discussion ensued on the role of the sub-committee in the interview process and how to select the citizen representatives.

Moved by Ald. Collier seconded by Ald. Taylor to select Tim Jacobson as a citizen member of the sub-committee.
Motion carried on roll call 5-4.
Ald. Nichols, Taylor, Krautkramer, Collier, Zelinski voted yes.
Ald. Keehan, Spencer, Benner, Mayor Merkes voted no.

Ald. Nichols stated that the vote on the board was not the way she voted, and it was determined that the electronic tally board was not cleared before she cast her vote.

Moved by Ald. Collier seconded by Ald. Spencer to reconsider the motion due to technical issues.
Motion carried on voice vote.

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Motion on the table for reconsideration: Moved by Ald. Collier seconded by Ald. Taylor to select Tim Jacobson as a citizen member of the sub-committee.
Motion fails on roll call 4-5.
Ald. Taylor, Krautkramer, Collier, Zelinski voted yes.
Ald. Nichols, Keehan, Spencer, Benner, Mayor Merkes voted no.

General discussion ensued on the confidentiality of candidates for the position at that point in the process, the large size of the proposed committee, and the potential of removing the 2 citizens from the proposed sub-committee.

Moved by Ald. Benner seconded by Ald. Zelinski to amend, to remove the two citizen members from sub-committee.
Motion on amendment carried on roll call 8-1. Ald. Taylor voted no.

Original motion to form a sub-committee consisting of Administrative Service Director, a City Department Head, Mayor Merkes, a Public Works Director from another municipality, and two Aldermen.
Motion carried on roll call 7-2.
Ald. Nichols, Krautkramer, Collier, Keehan, Spencer, Benner, Mayor Merkes voted yes.
Ald. Taylor, Zelinski voted no.

General discussion ensued on which Council members to select to sit on sub-committee.

Moved by Ald. Taylor seconded by Ald. Zelinski to select Ald. Spencer and Ald. Collier to sit on sub-committee.
Motion carried on roll call 9-0.

ASD Steeno stated the interview schedule will be set at a later date.

E. ADJOURNMENT
Moved by Ald. Taylor seconded by Ald. Krautkramer to adjourn at 8:20 p.m.
Motion carried on voice vote.

Deborah A. Galeazzi, WCMC
City Clerk