

CITY OF MENASHA
PERSONNEL COMMITTEE
Third Floor Council Chambers
140 Main Street, Menasha
January 19, 2009
MINUTES

A. CALL TO ORDER

Meeting called to order by Chairman Hendricks at 5:30 p.m.

B. ROLL CALL/EXCUSED ABSENCES

PRESENT: Ald. Benner, Pamerter, Taylor, Wisneski, Pack, Hendricks, Zelinski,
Michalkiewicz, Mayor Merkes

ALSO PRESENT: CA/HRD Brandt, PC Stanke, DPW Radtke, CDD Keil, C/T Stoffel,
PHD Nett, Paul Meier, Clerk Galeazzi, and the Press

C. MINUTES TO APPROVE

1. [Personnel Committee, 12/1/08](#)

Moved by Ald. Pack, seconded by Ald. Wisneski to approve minutes

Motion carried on voice vote.

D. ACTION ITEMS

1. Report of Ad-Hoc City Attorney Search Committee – Paul Meier

Paul Meier, member of Ad-Hoc City Attorney Study Committee, reported on the findings of the committee and their recommendations. The conclusion of the Committee was to hire an in-house attorney with some human resources background or someone willing to grow into the role of Human Resource Director. To help attract good candidates, the Committee recommends changing the Charter Ordinance to remove the three year term of the Attorney. The candidate should have at least six years of experience. The selection process should be a management decision, whether Mayor or Council.

Mr. Meier answered general questions.

6:15 p.m. - Moved by Mayor Merkes, seconded by Ald. Taylor to recess.

Motion carried on voice vote.

7:48 p.m. - reconvened.

2. [O-4-09 A Charter Ordinance Relating to Appointment of the City Assessor](#)

3. [O-5-09 A Charter Ordinance Relating to Appointment of the City Clerk](#)

4. [O-6-09 A Charter Ordinance Relating to Appointment of the City Attorney](#)

CA/HRD Brandt explained the passing of Charter Ordinances and the requirements of waiting 60 days before they are in effect. The current Charter Ordinances are for the City Attorney, Clerk and Assessor. Makes sense to change all when changing one. Decision should be made quickly as the current three-year term ends on April 30, 2009.

Discussion ensued on the pros and cons of removing the three year appointment; having the Mayor appoint and Council approve appointment; past practice of hiring City Attorney, Clerk and Assessor.

Moved by Ald. Pack, seconded by Ald. Pamerter to recommend approval of O-4-09, O-5-09 and O-6-09 to Common Council.

Motion carried on roll call 7-2.

Ald. Pamerter, Wisneski, Pack, Hendricks, Michalkiewicz, Benner, Mayor Merkes – yes.

Ald. Taylor, Zelinski – no.

5. [Department Head Selection Process](#)

CA/HRD Brandt recommends making the change to the ordinance and Personnel Policy regarding Department Head selection process.

Moved by Mayor Merkes, seconded by Ald. Michalkiewicz to direct CA/HRD Brandt to draft an ordinance similar to Section 3 of Charter Ordinance for the Department Head selection process.

Motion carried on voice vote.

E. ADJOURNMENT

Moved by Ald. Pack, seconded by Ald. Taylor to adjourn at 8:29 p.m.

Motion carried on voice vote.

Respectful submitted by
Deborah A. Galeazzi, City Clerk