

It is expected that a Quorum of the Administration Committee, Board of Public Works, and Common Council will be attending this meeting: (although it is not expected that any official action of any of those bodies will be taken)

**CITY OF MENASHA  
PERSONNEL COMMITTEE  
Third Floor Council Chambers  
140 Main Street, Menasha  
March 7, 2011  
7:05 PM  
or immediately following Board of Public Works  
AGENDA**

A. CALL TO ORDER

B. ROLL CALL/EXCUSED ABSENCES

C. MINUTES TO APPROVE

1. [Personnel Committee, 12/20/10](#)

D. ACTION ITEMS

1. Motion to Adjourn into Closed Session pursuant to Wis. Stats. §19.85(1)(e)&(g):  
Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session; Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.  
(Union Contracts)

E. ADJOURNMENT

"Menasha is committed to its diverse population. Our Non-English speaking population and those with disabilities are invited to contact the Menasha City Clerk at 967-3603 24-hours in advance of the meeting for the City to arrange special accommodations."

CITY OF MENASHA  
PERSONNEL COMMITTEE  
Third Floor Council Chambers  
140 Main Street, Menasha  
December 20, 2010  
MINUTES

A. CALL TO ORDER

Meeting called to order by Chairman Englebert at 8:18 p.m.

B. ROLL CALL/EXCUSED ABSENCES

PRESENT: Aldermen Zelinski, Englebert, Benner, Roush, Taylor, Wisneski, Langdon, Hendricks, Mayor Merkes

ALSO PRESENT: CA/HRD Captain, PC Stanke, C/T Stoffel, Clerk Galeazzi

C. MINUTES TO APPROVE

1. Personnel Committee, 9/7/10

Moved by Mayor Merkes, seconded by Ald. Hendricks to approve minutes.

Motion carried on voice vote

D. ACTION ITEMS

1. Amend City of Menasha Personnel Policy Handbook, Article IX – Training, Travel and Meal Expense Policy.

Mayor Merkes explained the two amendments to the Personnel Policy Handbook.

He is recommending setting mileage reimbursement based on how private business set the mileage reimbursement not to exceed the Internal Revenue Service rate.

His other recommendation is reimbursing for meal expenses to employee while on City business outside the Fox Cities area. Also eliminating the employee's option to claim up to \$38/day for meals on overnight stays.

General discussion on which employees would be affected by change; use of City vehicles and/or employees own vehicle.

Moved by Ald. Hendricks, seconded by Ald. Zelinski to recommend approval to Common Council.

Motion carried on voice vote.

E. ADJOURNMENT

Moved by Ald. Zelinski, seconded by Ald. Hendricks to adjourn at 8:35 p.m.

Motion carried on voice vote.

Respectfully submitted by Deborah A. Galeazzi, WCMC, City Clerk