

MEETING MINUTES
Personnel Committee Meeting on
Thursday, January 12, 2023 at 5:00 p.m.

The Village of New Auburn held a Personnel Committee Meeting at the New Auburn Village Hall, 130 E. Elm St.

1. Call to Order at 5:00 pm

Present were Brad Lotts and Shannon Berg. Staff: Clerk Story. Absent: Allan Anderson.

2. Consider/Act on Public Works Employees Review of Performance and/or Job Description;

**Proposed closed session pursuant to WI Statute 19.85(1)(c) to consider employment promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility; specifically, to review administration office matters.*

Motion to close by Trustee Berg/President Lotts at 5:04 p.m. Roll call: Lotts – aye. Berg – aye. Motion carried. 2-0.

3. Reconvene into Open Session;

Motion to open by President Lotts/Trustee Berg at 6:20 p.m.

Committee directed Story to inform PW that time sheets need to be filled out daily (and completely), training on computers, all hydrants need to be cleared out, the scrap brass from the old meters are to be taken to the scrap yard, East St by the school needs to be cleaned off, and the branch in the park needs to be picked up.

4. Adjourn

Prepared by Ardith Story, Clerk-Treasurer