

CITY OF GILLETT
FINANCE & PERSONNEL
Council Chambers – Municipal Building
150 N McKenzie Ave – Gillett, WI 54124

TUESDAY. SEPTEMBER 27, 2016 – 5:30PM
MINUTES

Chairperson Raatz called the meeting to order at 5:35 PM.

Roll Call

This public meeting is in compliance with all Open Meeting Laws.

Present: Alderpersons Rick Raatz, Marilyn Mueller, & Tod Anderson
Aldersperson Nannette Mohr, Mayor William Pecha, and Clerk/Treasurer Mark Rehberg,

PUBLIC INPUT: None

1. Approval of agenda as presented
MOTION: Mueller/Anderson
Motion to accept the agenda as presented.
Voice Vote: All Ayes **MOTION CARRIED**

2. Approval of Minutes of August 29, 2016
MOTION: Mueller/Anderson
Motion to approve the minutes of August 29, 2016.
Voice Vote: All Ayes - **MOTION CARRIED**

3. Discussion/update regarding the city obtaining quotes to provide employee health insurance from brokers for comparison purposes.
Clerk presented written summary of information provided to current broker and prospective broker. Table until further information is collected.

4. Discussion and update on Job description templates that will be implemented for city employees.
Clerk provided written descriptions for Clerk/Treasurer, Deputy Clerk/Treasurer, and Court Clerk. Clerk will obtain job descriptions from Public Works and Utility departments to insert into approved template along with creating a description for a crossing guard. Table until further descriptions are received.

5. Discussion and possible action on the review and approval of City’s 2017 Committee Budgets.
Discussion took place on budgets and line items. Clerk will work to provide revenue figures for budgets at next meeting. No action.

6. Set Next Meeting Date – Thursday, October 20 at 5:30 PM

7. Adjournment at 8:05 PM