

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

MONDAY, JANUARY 23, 2017 – 6:00 or Immediately following Planning
MINUTES

Chairperson Raatz called the meeting to order at 6:45 PM.

Roll Call

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

Present: Alderpersons Rick Raatz , Tod Anderson, and Marilyn Mueller
Aldersperson Marie Blaser, Nanette Mohr, Mayor William Pecha, and Deputy Clerk Treasurer
Chelsea Henkel, Public Works Foreman Shane Rank, and Irene Drake

PUBLIC INPUT: Irene Drake informed the committee that our librarian paid prorated health costs when she worked under 40 hours per week and was concerned what our new clerk would be contributing.

1. Approval of agenda as presented

MOTION: T. Anderson/Mueller

Motion to approve the agenda as presented.

Voice Vote: All Ayes **MOTION CARRIED**

2. Approval of Minutes of December 19, 2016 and January 3, 2017

MOTION: T. Anderson/Raatz

Motion to approve the minutes from December 19, 2016

Voice Vote: Mueller Abstains- 2 Ayes **MOTION CARRIED**

MOTION: Mueller/Raatz

Motion to approve the minutes from January 3, 2017

Voice Vote: T. Anderson Abstains -2 Ayes **MOTION CARRIED**

3. Discussion and possible action on amendments to city employee manual-Leave Lay. The manual will be looked over by employees and mayor and then brought back to committee with suggestions.

MOTION: T. Anderson/Mueller

Motion to move item #5 under item #3.

Voice Vote: All Ayes **MOTION CARRIED**

4. Discussion and possible action on finalizing job descriptions

MOTION: T. Anderson/Mueller

Motion to approve the job descriptions as written.

Voice Vote: All Ayes **MOTION CARRIED**

5. Discussion and possible action on city clerk office schedule –Leave Lay

6. Set Next Meeting Date- 2/27/2017 at 5:30 PM

7. Adjournment at 7:25 PM

Deputy Clerk Treasurer, Chelsea Henkel