

Village Of Brooklyn

PO. Box 189 • 210 Commercial Street • Brooklyn, Wisconsin 53521
(608) 455-4201 • Fax: (608) 455-1385 • [E-mail: clerk@brooklynwi.gov](mailto:clerk@brooklynwi.gov)

Personnel Committee Minutes February 19th 2013

The Personnel Committee meeting was called to order at 6:36 pm. Committee members in attendance were Dean Van Den Eng, Nadine Walsten and Todd Klahn. Also in attendance was Police Chief James "Harry" Barger.

Motion: Van Den Eng/Klahn to approve minutes of 02/18/2013. Motion carried unanimously.

Motion: (6:37 pm) Van Den Eng/Klahn to convene to closed session pursuant to Wis Stats 19.85 (1)(c) to deliver performance evaluation to Police Chief James "Harry" Barger and stay in closed session pursuant to Wis Stats 19.85 (1)(c) to discuss employee benefits for Patrol Officer Wade Engelhart.

Motion: (8:00 pm) Van Den Eng/Walsten to reconvene to open session. Motion carried unanimously. Police Chief Barger left at this time.

Motion: (8:00 pm) Van Den Eng/Walsten to convene to closed session pursuant to Wis Stats 19.85 (1) (e) to discuss/negotiate accommodation of Fire Department and Public Works personnel needs, should Public Works employee become Fire Chief. Motion carried unanimously.

Motion: (8:10 pm) Klahn/Van Den Eng to reconvene to open session. Motion carried unanimously.

The committee reviewed section 2.2 of employment manual - Vacation with no changes recommended.

The committee discussed creating a policy outlining how employees should proceed when reference requests are received concerning current or former employees.

The committee debated whether additional procedures were needed regarding purchasing. The consensus was that there were sufficient procedures in place.

Walsten reported that she is near completion on revisions to the orientation handbook for committee members.

Time sheets and overtime were reviewed.

Motion: Van Den Eng/Klahn to adjourn at 8:40 pm. Motion carried unanimously.