

Village Of Brooklyn

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Personnel Committee Minutes May 22nd 2013

The Personnel Committee meeting was called to order at 5:37 pm by Dean Van Den Eng. Committee members in attendance were Dean Van Den Eng and Todd Klahn. President Walsten was not able to attend.

Motion: Van Den Eng/Klahn to approve minutes of 04/18/2013. Motion carried unanimously.

Motion: (5:37 pm) Van Den Eng/Klahn to convene to closed session pursuant to WI Stats 19.85 (1)(c) to consider employment of a Court Clerk on a temporary basis to complete the backlog of report filing of the Village's Municipal Court. Motion carried unanimously.

Motion: (5:47 pm) Van Den Eng/Klahn to reconvene to open session. Motion carried unanimously.

At the May 13th Board meeting, the Board authorized the Personnel Committee to hire a temporary court clerk to file reports to complete the backlog of report filing of the Village's Municipal Court. This is necessary because without a court clerk processing court cases, the Village Clerk's office cannot forward monthly jail assessment reports and payments to Dane and Green Counties. This position requires a certified court clerk. **Motion:** Van Den Eng/Klahn to hire Michelle Brewer, a certified court clerk, at a rate of \$20 per hour on a temporary basis to complete the backlog of reporting at the Village's Municipal Court. Motion carried unanimously.

Time sheets and overtime were reviewed.

Motion: Van Den Eng/Klahn to adjourn at 5:55 pm. Motion carried unanimously.