

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 November 5, 2014 7:00 pm Village Hall @ Commercial Street

The Personnel Committee meeting was called to order at 7:10 pm. Nadine Walsten, John McNaughton and Todd Klahn were present.

The minutes of October 1st and 7th were postponed by Klahn/McNaughton.

Walsten called for a motion per WI Stat 19.85(1) (c) to enter into closed session at 7:09 pm to discuss the performance evaluation draft for Public Works Director Mark Langer. Roll call vote was Klahn, McNaughton, Walsten voted aye.

Klahn/McNaughton made a motion to reconvene to open session and approved at 7:30pm. Director Langer's performance evaluation will be rescheduled to the next Personnel meeting due to the illness of his father.

Walsten stated per WI Stat 19.85 (1) (b) consideration of dismissal, demotion, discipline, or investigation of charges of a public employee a motion to enter closed session was entertained. Klahn/McNaughton so moved and voted by voice vote. Motion to reconvene and return to open session made at 7:50 pm. Summary of the meeting Walsten held with Chief Barger (per Board approval) on October 20 and October 30th approved by Klahn/McNaughton.

Discussed selection procedure for municipal attorney. Walsten will set up an interview schedule with the three candidate firms and has received availability times. The tentative schedule is for November 12, 1-5 pm, with each firm schedule every 1.5 hours but needs to be confirmed. Walsten will set the schedule per firms' request. Attorney review questions were discussed and approved.

Revision to the Employee Discipline Action Form were discussed and tentatively approved.

The latest draft of the Release of Information form was discussed and revised and needs page for references list. Discussed whether a witness was needed. Need legal evaluation and McNaughton advised contacting League of Municipalities (LOM) attorney first. Walsten will follow up.

The Staff Off Site Approval Form for conference, training, attendance, etc. was discussed and first markup was done/

The Citizen Complaint policy will be referred to the new legal counsel per motion from McNaughton/Klahn. Approved.

Social media/IT policies were postponed by McNaughton/Klahn.

Times sheets and overtime were reviewed.

Klahn/McNaughton moved to adjourned meeting at 8:30 pm.