



OFFICIAL NOTICE AND AGENDA

Notice is hereby given that the Personnel Committee of the City of Stoughton, Wisconsin will hold a regular or special meeting as indicated on the date, time, and location given below.

Meeting of the:
Date/Time:
Location:

Personnel Committee of the City of Stoughton
Monday, March 6, 2023 @ 5:30 pm
Stoughton Utilities - Ed Malinowski Boardroom
600 S 4th Street, Stoughton, WI 53589

PLEASE NOTE This is a hybrid meeting. You may connect virtually via Zoom. Access with a computer, tablet, or smartphone:**

<https://us02web.zoom.us/j/85993381929?pwd=alZoMWtIRUNYRExtQTRHeFlhSFRPdZ09>

join by phone using dial-in number 1(312) 626-6799

Meeting ID 859 9338 1929

Passcode: 179222

Please sign in to the meeting at least 10 minutes prior to the scheduled start time if possible.

Members:

Lisa Reeves (Chair), Frederick Hundt (Vice-Chair), Brett Schumacher, Greg Jenson, Mayor Timothy Swadley (ex-officio member)

City Personnel:

Director Gillingham

- 1 Call to Order
- 2 Approval of the Thursday, January 19, 2023 and the February 27, 2023 Personnel Meeting minutes
- 3 Communications
- 4 Discussion and possible action regarding 2023 Fire Department Org chart
- 5 Discussion and possible action regarding Fire Department Assistant Fire Chief position description
- 6 Discussion and possible action regarding Fire Department Captain position description
- 7 Discussion and possible action regarding Public Works Office Manager position description
- 8 Discussion and possible action regarding Public Works Athletic Facilities Superintendent position description
- 9 Future Agenda Items
 - Leadership Backup Plan Outline
 - Accrued Sick Leave for Retiring Employees – Sworn Police and City Staff
 - Disciplinary Action & Compensation
- 10 Adjournment

** May move to closed session per State Statute 19.85(1)(c) considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

Any person wishing to attend the meeting, whom because of a disability, requires special accommodation, should contact the City Clerk's Office at (608) 873-6692 at least 24 hours before the scheduled meeting time so appropriate arrangements can be made. In addition, any person wishing to speak or have their comments heard but does not have access to the internet should also contact the City Clerk's Office at the number above at least 24 hours before the scheduled meeting so appropriate arrangements can be made.

NOTE: AN EXPANDED MEETING MAY CONSTITUTE A QUORUM OF THE COUNCIL.