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**Personnel Committee Meeting**  
**Tuesday May 25<sup>th</sup>, 2021**  
**Directly following the Joint Utility/Personnel Meeting at City Hall**  
**MINUTES**

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Members present: Paul Shanks, Cheryl Braun, Dave Gratton, and Mayor Wegener

Members absent: None

Also, Present: Shawn Hart

1. Meeting called to order at 7:25 pm.
2. C. Braun/D. Gratton motion to approve agenda. Motion carried.
3. D. Gratton/P. Shanks motioned to approve the January 26<sup>th</sup>, 2021 minutes. Motion carried.
4. Public Comment: None
5. **Notification and Approval of Filing Part Time Administrative Assistant -Police Dept.**  
P. Shanks/C. Braun motioned to approve the filing of the part time administrative assistant.  
Motion carried.
6. **Adjourn to Closed Session as per WI Stat 19.85 (1)(c).**  
C. Braun motioned and D. Gratton seconded to adjourn to closed session.  
C. Braun -yea, D. Gratton -yea, P. Shanks -yeah. Motion carried.
7. **Reconvene to Open Session as per WI Stat 19.85 (2) and disclose findings, if any.**  
D. Gratton motioned and C. Braun seconded to reconvene to open session. C. Braun -  
yea, D. Gratton -yea, P. Shanks -yea. Motion carried.  
  
No action taken at this time.
8. **Old Business.** None.
9. **New Business:** None.
10. Set Date and Time for Next Meeting: Tuesday June 29<sup>th</sup>, 2021 at 6:30 pm.
11. C. Braun/D. Gratton motioned to adjourn meeting at 7:57 pm. Motion carried

Minutes Reported By:  
Paul Shanks