

**CITY OF EDGERTON  
CITY HALL  
12 ALBION STREET  
PERSONNEL COMMITTEE**

**Monday, August 21, 2023 at 6:00 pm**

**NOTICE:** The meeting noticed above will also be live streamed on a Zoom platform: To view the meeting, please select the link to the meeting listed on the **calendar events** on the City website's home page at [www.cityofedgerton.com](http://www.cityofedgerton.com). Due to occasional technical difficulties, citizen participation via Zoom may not be possible.

1. Call to order; Roll call
2. Confirmation of Meeting Notice posted Friday, August 18, 2023.
3. Elect Chair.
4. Consider June 26, 2023 Personnel Committee minutes.
5. Consider appointment of Department of Public Works Operator.
6. Staff Reports
7. Adjourn.

cc: Mayor  
Department Heads

All Council Members  
Newspapers

Notice: If a person with a disability requires that the meeting be accessible or that materials at the meeting be in an accessible format, call the City Administrator's office at least 6 hours prior to the meeting to request adequate accommodations. Telephone: (608) 884-3341.

**JUNE 26, 2023 PERSONNEL COMMITTEE MEETING MINUTES  
CITY OF EDGERTON**

Chairperson Candy Davis called the meeting to order at 6:00 p.m.

Present: Jim Burdick, Candy Davis, and Tim Shaw.

Others Present: City Administrator Ramona Flanigan, and Municipal Services Director Howard Moser.

Flanigan confirmed the meeting agenda was properly posted on Friday, June 23, 2023 at the Post Office, Edgerton Library, City Hall and the City's website.

**MINUTES:** A Tim Shaw/Jim Burdick motion to approve the February 1, 2023 Personnel Committee meeting minutes passed, all voted in favor.

**CONSIDER APPOINTMENT OF TWO DEPARTMENT OF PUBLIC WORKS OPERATORS:**

A Candy Davis/Jim Burdick motion to approve Cullen Laskowski and Nathan Meyers to the DPW positions passed on a 3/0 roll call vote.

**CONSIDER PERSONNEL POLICY AMENDMENTS RELATED TO COMP TIME, CERTIFICATION PAY, AND PTO PAYOUTS:**

Staff presented the following amendments:

- Allowing comp time for part-time employees.
- Providing certification pay for lead management staff as opposed to merit pay.
- Provide PTO accumulation until last day of employment.

A Candy Davis/Tim Shaw motion to approve the personnel policy amendment related to comp time for part-time employees passed on a 3/0 roll call vote.

A Jim Burdick/Tim Shaw motion to approve the personnel policy amendment related to certification pay for lead management staff passed on a 3/0 roll call vote.

A Tim Shaw/Candy Davis motion to approve the personnel policy amendment related to PTO payout at termination to include earned PTO through the last day of employment.

Being no other business before the Committee, a Tim Shaw/Candy Davis motion to adjourn passed on 3/0 roll call vote.

Ramona Flanigan/Ino  
City Administrator