

FINANCE, PERSONNEL & SAFETY
Markesan City Hall
January 5, 2023
Immediately Following Public Property & Health Meeting
MINUTES

Call to Order at 7:10 p.m. by Rita

Roll Call was by sign in

Citizen's Comments – None

Emergency Management Report – None

Review and Approval of Vouchers Payable After review motion by Dave & 2nd by Pat to approve vouchers payable. Motion passed all eyes.

Police Report & Schedule – After review motion by Dave & 2nd by Pat to approve report.

Public Works Part-Time Employee Report

Report reviewed, motion by Rich & 2nd by Denny to have PW Director Todd Z review and update hours accordingly for 2023.

Old Business

New Business

- Discussion and Action on 2023 Hours for the Part-Time Public Works Employee
PW Director Todd Z review and update hours accordingly.
- Discussion and Action on Lounge Area at City Hall for Employees During On Call Hours or Emergency Call-In Hours
Motion by Rich & 2nd by Pat for Public Property & Health Chair to review West Wing of City Hall for viable location.
- Discussion and Action on a Policy for Pay Rate for Employee Training Outside of Regular Work Hours
Motion by Rich & 2nd by Dave review the Mileage Reimbursement, and Training Outside of Regular Work Hours in policy manual and discuss at next Council meeting.
- Discussion and Action on CDL Tuition Payment for Public Works Director
Defer to Streets, Buildings & Utilities minutes
- Discussion and Action Step Increase Plan for New Hires
Rita reviewed with Council the purpose of the Step Increase Plan, and document is used to assist Clerk-Treasurer as to when employees receive pay increases.
- Discussion and Action on Employee Reviews.
Create questions for Reviews
Work with Todd in developing goals for Chris
Work with Jeff in developing goals for Matthew
Develop plan for what comes out of reviews and discuss at February meeting.

Adjournment – Motion by Davey, 2nd by Denny to adjourn at 7:38 p.m.

Respectfully Submitted by Rita Tetzlaff