

**PERSONNEL
COMMITTEE**

Monday, October 1, 2018

6:30 PM

McFarland Municipal Center
Conference Room A

AGENDA

1. CALL TO ORDER, ROLL CALL.
2. PUBLIC APPEARANCES.
3. APPROVAL OF MINUTES.
 - a. Discussion and action to approve the minutes of the September 17, 2018 meeting
4. BUSINESS.
 - a. Discussion and action to make a recommendation to the Village Board regarding revisions to Section 3.04 (Pay Plan) of the Compensation and Benefits Manual.
 - b. Discussion and action to make a recommendation to the Village Board regarding revisions to the position description and permission to fill the vacancy for the the Building Inspector position within the Community Development Department.
 - c. Discussion and action to make a recommendation to the Village Board regarding the creation of a position description for the Property Maintenance Enforcement Inspector within the Community Development Department.
 - d. Discussion and recommendation on updates to the personnel policy manual regarding the Village harassment policy.
 - e. Discussion on transitioning the Village payroll system to electronic time-sheeting.
5. SCHEDULE NEXT MEETING DATE.
 - a. Monday, November 5, 2018 at 6:30 pm.
6. ADJOURNMENT.

This meeting notice constitutes an official meeting of the above referenced group and was posted in accordance with all applicable laws related to Open Meetings Law. It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information. No action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice. Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals. For additional information or to request this service, contact the McFarland Municipal Center at (608) 838-3153 or cassandra.suettinger@mcfarland.wi.us.