

Kaukauna, WI
November 7, 2023

The meeting of Kaukauna Utilities Finance & Personnel Committee was called to order at 8:00 a.m. by Lee Meyerhofer. Finance & Personnel Committee members present were Sue Hennes, Lee Meyerhofer, and John Moore. Also present were Michael Avanzi, Clara Pickett, and Tara Schmitz from KU.

There was no public comment.

It was moved by John Moore, seconded by Sue Hennes to approve the minutes from the October 3, 2023, Finance & Personnel Committee meeting as written.

All members voted aye

Motion Carried

Human Resources Director, Tara Schmitz, reviewed the revisions to the Employee Handbook and Compensation Administration Guidelines for 2024.

It was moved by John Moore, seconded by Sue Hennes to forward the 2024 draft Compensation Administration Guidelines with amendments as discussed to the Utility Commission for approval.

All members voted aye.

Motion Carried

Finance & Administration Director, Clara Pickett, reviewed the 2024 draft budget.

It was moved by John Moore, seconded by Sue Hennes to forward the 2024 draft budget to the Utility Commission for approval.

All members voted aye.

Motion Carried

It was moved by John Moore, seconded by Sue Hennes to adjourn to closed session pursuant to Wis. State Statute 19.85(1)(c) Consider employment, promotion, compensation, or performance evaluation at 8:52 a.m.

All members voted aye.

Motion Carried

It was moved by John Moore, seconded by Sue Hennes to return to open session at 8:56 a.m.

It was moved by John Moore, seconded by Sue Hennes to forward the new organization chart as presented including the revised positions to the Utility Commission for approval.

All members voted aye.

Motion Carried

It was moved by John Moore, seconded by Sue Hennes to adjourn at 9:00 a.m.

All members voted aye

Motion Carried

Amy Brick
Recording Secretary
November 7, 2023