

City of Reedsburg Personnel Committee Minutes
November 24, 2015

Present: Phil Peterson, Megan Cowan, Don Hull, Tiffany Schulte, Dave Knudsen.
Absent: None.
Others: Ken Witt.

Phi Peterson called the meeting to order at 5:00pm. **Moved by Hull and seconded by Schulte to approve minutes from October 27, 2015. Motion carried 5-0.**

Job descriptions were reviewed for planning department, public works department, wwtp department and parks & recreation department. Updated job descriptions for all positions will be forwarded to the City Council for a final ratification.

Moved by Hull and seconded by Cowan to adjourn. Motion carried 5-0. Meeting adjourned at 6:30pm.

Respectfully submitted,

Ken Witt
Administrator/Clerk/Treasurer