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**OFFICIAL NOTICE OF THE  
CITY OF KEWAUNEE PERSONNEL COMMITTEE**  
Kewaunee Municipal Building, 401 Fifth Street  
**TUESDAY, October 15, 2024 – 4:30 P.M.**  
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1. Call to Order & Roll Call
  - Meeting called to order at 4:30 pm
  - Members present - James Brewster, Robin Nelson, and Russ Anderson
  - Other's present Heath Eddy, Robin Mueller and Augie
2. Approval Committee Minutes for September 17, 2024 - See Attachments
  - Motion to approve by Robin Nelson. Second by Russ Anderson. Motion passes.
3. Public Works Street Shop Laborer Posting Update
  - Position posted. Haven't seen any applications yet.
4. Utility Clerk Posting Update
  - Position posted. Four applications received. Initial screening being conducted on October 31. Interviews will be scheduled next month.
5. Discussion on 2025 Budget Employee Pay Increase Exceptions
  - Police Department Non-Union – Approval of the Police Department Employee Pay Increase Exceptions listed by Heath to Finance and Council. Motion by Robin and seconded by Russ. Motion passes.
  - Sent to council as an agenda item in paying part time Patrol Office double time pay during holidays. Heath will add to agenda.
  - Street Shop Labors – No actions
  - Any Others Identified for Consideration – No actions
6. Discussion on Salary/Wage Grade System and Wage Rates – Heath will conduct more research.
7. Employee Assistance Program for 2025
  - Reach out to Bellin or Prevea – Chief Mueller will follow-up with email asking them to follow-up with Personnel Committee.

8. Announcements

9. Adjournment

- Motion to adjourn by Robin Nelson. Second by Russ Anderson. Motion passes.