

TOWN OF OSCEOLA
PERSONNEL COMMITTEE MEETING
September 18, 2023 – 12:00 p.m. (Noon)
Town Hall - 516 East Avenue North, Dresser WI
Agenda Can Change Up to 24 Hours Prior to Meeting

MEETING MINUTES

The Personnel Committee for the Town of Osceola met for a meeting Monday, September 18, 2023, at 12:00 p.m. (noon) at the Town of Osceola Town Hall, Dresser, Wisconsin.

Call Meeting to Order

Supervisor Thompson called the meeting to order at 12:10 p.m.

Verification of Meeting Posting

Supervisor Thompson acknowledged that she was quite certain the meeting had been posted at the Town Hall, the Dresser post office and on the Town's website.

Acceptance of Proposed Agenda

MOTION BY JOHNSON/THOMPSON TO ACCEPT THE PROPOSED AGENDA. MOTION CARRIED.

Discussion of Clerk and Treasurer Job Duties/Descriptions

Much discussion pertaining to the Clerk and Treasurer job descriptions.

Treasurer Carlson was asked to provide:

- a list of questions she has pertaining to how things will work when the job descriptions are updated according to statute; and,
- a job description for the Treasurer position from her perspective.

Carlson requested an electronic version of the current Treasurer job description to modify to satisfy the previous note. The discussion was tabled until the board meeting scheduled for Tuesday, September 19.

Adjournment

MOTION BY JOHNSON/THOMPSON TO ADJOURN THE MEETING. MOTION CARRIED.

The meeting was adjourned at 1:39 p.m.

Debbie Thompson, Board Supervisor