

**CITY OF PLYMOUTH
COMMITTEE OF THE WHOLE MEETING**

May 12, 2020

**Due to Wisconsin “Stay at Home” order, this meeting was conducted via WebEx
Conference Call**

MINUTES

The Mayor called the meeting to order at 7:00 PM. Alderpersons present were via WebEx: Diane Gilson, Jim Wilson, Amy Odekirk, John Nelson, Charles Hansen, Jerry Matzdorf, and Bob Schilsky. Also present via WebEx was City Attorney Crystal Fieber, Interim City Administrator Cathy Austin, Human Resources Specialist Leah Federwisch and GovHR Senior Vice President Lee Szymborski.

1. GovHR Discussion on City Administrator/Utilities Manager: GovHR Senior Vice President Lee Szymborski introduced himself to the council. Szymborski gave a quick introduction on the firm. Szymborski said that GovHR USA is a public management consulting firm serving municipal clients and other public sector entities on a national basis. Szymborski told the council that he had met via Zoom earlier in the day with department heads to discuss questions regarding the expectations of the new city administrator/utilities manager. Szymborski said that the input gathered from department heads will help with the recruitment profile. Szymborski told the council that the feedback from the department heads were quite positive and that Brian Yerges had provided future tasks and projects that would need to eventually be taken care of. Szymborski told the council that he will be providing HR Specialist Leah Federwisch with a calendar of milestones that will be completed during the recruiting process. Szymborski said that he is hopeful that the interview process can begin in mid-July. Alder Hansen questioned as to what they should do if they get approached by a citizen with questions regarding being interested in the position. Szymborski said that the council should direct the individual to HR Specialist Leah Federwisch. The council members each shared their thoughts on what they thought were important qualifications for the position. The GovHR introduction concluded.

Motion made by Wilson/Nelson to adjourn. Motion carries. The meeting adjourned at 7:52 p.m.

Sabrina Dittman, Clerk