

**FINANCE & PERSONNEL COMMITTEE
CITY OF PLYMOUTH, WISCONSIN
TUESDAY, JANUARY 12, 2021
THIS MEETING WAS CONDUCTED VIA WEBEX**

MINUTES

1. **Call to order and roll call:** Mayor Pohlman called the meeting to order at 6:15 PM. On call of the roll, the following members were present: John Nelson, Jim Wilson, Mayor Donald Pohlman, Amy Odekirk and Greg Hildebrand. Also present were Interim City Administrator Cathy Austin, City Administrator/Utilities Manager Jordan Skiff, Alders Charles Hansen, Diane Gilson, Bob Schilsky, and Jerry Matzdorf
2. **Approval of meeting minutes for the November 10, 2020 meeting:** Motion made by Pohlman/Odekirk to approve as stated. Motion carries.
3. **Discussion and recommendation regarding COVID-19 Paid Sick Leave Policy:** Interim Austin began the discussion to inform the committee that the policy is to address COVID-19 related leave as of January 1, 2021. Austin stated that the Families First Coronavirus Response Act which the federal government passed is now expired as of December 31, 2020. The proposed policy outlines leave requirements from January 1, 2021 until March 31, 2021 unless extended. Specific requirements are outlined in the policy. Discussion was held by the committee. Motion was made to recommend the policy to the council for approval by Odekirk/Wilson. Upon the call of the roll. Aye: Wilson, Odekirk, Nelson, Pohlman. Nay: Hildebrand. Motion carries.
4. **Entertain a motion to go into closed session pursuant to Wis. Stat. 19.85 (1) (c) for considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility regarding compensation for the Plymouth Utilities – Water Operator: Interim Water Foreman:** Motion made by Pohlman/Wilson to go into closed session at 6:31 p.m. Upon the call of the roll, all voted aye. Motion carries.
5. **Entertain a motion to go into open session.** Motion was made by Pohlman/Hildebrand to go into open session at 6:44 p.m. Upon the call of the roll, all voted aye. Motion carries.
6. **Discussion and possible recommendation on closed session item.** Motion was made by Pohlman/Odekirk to make a recommendation to council regarding approving the package that was designed by Director Austin for the Interim Water Foreman position and to compensate Matt Schultz retroactive back to January 5, 2021. Upon the call of the roll, all voted aye. Motion carries.
7. **Adjournment:** Motion was made by Pohlman/Wilson to adjourn the meeting. A unanimous aye-vote was cast by the committee. Meeting adjourned at 6:46 p.m.

Respectfully submitted by Sabrina Dittman, Clerk