

**City of Decorah Personnel Committee meeting minutes
Friday, September 28, 2018 – 7:00am**

The City of Decorah Personnel Committee met on Friday, September 28, 2018 at 7:00am.

Chair Kirk Johnson called the meeting to order and the following answered roll: Randy Schissel and Andy Carlson.

Absent: Dan Bellrichard, Steve Luse, Johanna Bergan, and Ross Hadley.

Others in attendance included Mayor Lorraine Borowski, City Manager Chad Bird, and City Clerk Wanda Hemesath.

Agenda

Discussion regarding city engineer and code enforcement

Bird review the nature of the discussion and outlined concepts for creating an internal city engineer position. He also noted that the city council had informally discussed a code compliance position or supporting staff.

It was noted that establishing an internal engineering position may involve some additional start-up or office development costs. There was conversation about sharing some of those costs with other governmental jurisdictions.

Council members asked staff to research some costs for salary in the position and to see what comparable cities are spending on office equipment and computer support for engineering offices.

Hemesath reviewed a proposed job description with members.

Kirk closed the meeting by stating that further discussion is certainly warranted and directed staff to seek salary, office and start-up costs. Hemesath noted she would send the job description to the rest of the council.

There was no further discussion or action.

There was no other business and the meeting adjourned at 7:25am.

Respectfully submitted,

