



Personnel Committee Meeting  
**Monday, December 5, 2016 – 6 pm**  
Campbellsport Municipal Center  
Committee Room – 470 Grandview Avenue

The meeting was called to order at 6:00 pm by Chair Kevin Harvey. Also present: Becky Tellier, Janet Hafemann, Steve Schickert, and Gene Wenzlaff.

Discussion took place on the wording needed for creating a Charter Ordinance for the position of Village Administrator. The group worked to come up with a list of specific job duties.

The plan is to present the job description to the Village Board and let the board decide how to move forward. If hiring an administrator, would the position be part-time, full-time, or shared with another position in the Village.

Motion to adjourn made at 8:03 pm and carried by voice vote.

Respectfully submitted,  
Becky A Tellier  
Clerk-Treasurer

