

**AUGUST 15, 2025, MEETING MINUTES
COMMUNICATION AND PERSONNEL COMMITTEE
VILLAGE OF NORTH PRAIRIE**

Call to Order: 8:30 a.m.

Roll Call: Present – Committee Members Mike McCormack and Deb Hall

Others Present – Administrator Evelyn Etten

Absent – Committee Member Cheri Lampe

Announcement of Closed Session pursuant to WI State Statute §19.85(l)(c) for considering employment, promotion, compensation or performance evaluation data of any public employee over which the government body has jurisdiction or exercises responsibility; specifically to review resumes and to consider employment for the Department of Public Works Supervisor position in the Village of North Prairie; and, per Wisconsin State Statute §19.89, No member of the Village Board may be excluded from the closed session, however only committee members are allowed to speak or further participate during the closed session of the meeting.

1. Discussion and/or Action: Motion to go into closed session pursuant to WI State Statute §19.85(l)(c) for considering employment, promotion, compensation or performance evaluation data of any public employee over which the government body has jurisdiction or exercises responsibility; specifically, to review resumes and to consider employment for the Department of Public Works Supervisor position. **Motion by Deb Hall, second by Mike McCormack to go into closed session. Roll call vote.: Mike McCormack – yes; Deborah Hall – yes; motion carried.**
2. Motion to reconvene into open session. **Motion by Deb Hall, second by Mike McCormack to reconvene into open session. Motion carried.**
3. Discussion and/or action as necessary: for any items brought forward from the closed session. **Motion by Deb Hall; second by Mike McCormack authorizing Administrator Etten to extend an offer of employment as discussed in closed session; motion carried.**
4. Discussion and/or action as necessary: Approval of August 11, 2025, meeting minutes. No action taken.
5. Discussion and/or action as necessary: Approval of August 14, 2025, meeting minutes. No action taken.
6. Discussion and/or action as necessary: Plan Commission vacant citizen position. No action taken.
7. Discussion and/or action as necessary: Employee evaluation timeline. No action taken.
8. Discussion and/or action: Insurance options for full-time employees through Wisconsin Department of Employee Trust Fund. **The committee discussed briefly the options available, no action taken.**
9. Discussion: Confirm next meeting date. **Next meeting scheduled for August 25, 2025, at 4:00 p.m.**
10. Motion to adjourn. **Motion to adjourn by D. Hall, second by M. McCormack to adjourn at 9:59 a.m.; motion carried.**

Submitted August 20, 2025

Chairperson Deborah Hall