

# MINUTES – PERSONNEL COMMITTEE

DATE: January 12 and 13, 2025  
TIME: 1:00 P.M.  
LOCATION: Kiel City Hall – Council Chambers  
621 Sixth St., Kiel, Wis.  
MEMBERS: Mayor Bob Hennings, Alderpersons John Brocker  
and Alice Achter, Tyler Guell alternate

- 1) Mayor Hennings called the committee meeting to order at 1:00 p.m.
- 2) Roll Call – Alder Achter, Alder Guell, and Mayor Hennings were present. Alder Brocker was excused. Also present for the interview panel were City Administrator Pafford, General Manager of Utilities August, and Utilities Clerk Wilharm.
- 3) There was no public comment
- 4) Alder Achter moved, Alder Guell seconded to approve the minutes of the October 30th, 2025, Personnel Committee meetings. The motion passed unanimously.
- 5) Interview candidates for the position of Utility Clerk: Alder Guell motioned, Alder Achter seconded to go into closed session for the purpose of conducting two (2) interviews for the position of Utility Clerk. Voting Aye were Guell, Achter, and Hennings. The motion passed 3-0, and the committee convened into closed session to conduct two (2) interviews of candidates. The personnel committee recessed at 2:20 pm and reconvened on January 13<sup>th</sup> at 1:00 pm for one (1) additional interview. Alder Achter motioned, Alder Guell seconded to reconvene into open session. Alder Guell moved, Alder Achter seconded to approve the committee and interview panels unanimous decision to recommend an offer letter to Megan Murray. Voting Aye were Achter, Guell, and Hennings. The motion passed 3-0.
- 6) Achter moved, Guell seconded to adjourn. The motion passed unanimously at 2:00 p.m.

Bob Hennings, Mayor  
Prepared By: Ryan Pafford, City Administrator