

**VILLAGE OF PORT EDWARDS**  
**Port Edwards, Wisconsin**

**COMMITTEE: Planning, Property & Information Technology**

**DATE: January 22, 2019**

**TO: JOSEPH ZURFLUH**

**cc: JOHN BINGHAM**

**DANA DUNCAN**

**LUANN MARTINSON**

**DIANE TREMMEL**

**NICK ABTS**

**ERIK SAYLOR**

**SUE MITCHELL**

**TIARA GRUNDEN**

**LONN RADTKE**

**JP LACHAPELLE**

**DAILY TRIBUNE**

**WFHR**

**PATRICK ARENDT**

**Purpose of Meeting: Regular monthly meeting**

**Attendance: J. Zurfluh, D. Duncan, T. Grunden, S. Mitchell and Mike Kornmann**

**Subjects Discussed, Action Taken, and Board Action Required:**

1. ***Call to order:*** Meeting called to order by D. Duncan at 5:30 p.m.
2. ***Roll call:*** All present.
3. ***Approve the agenda: MOTION*** (Mitchell/Grunden) to approve the agenda. Approved.
4. ***Approve previous months minutes: MOTION*** (Grunden/Mitchell) to approve minutes of the December 18, 2018 meeting. Approved.
5. ***Public comments on agenda items:*** None.
6. ***Chairperson comments:*** None.
7. ***Discussion of Chapter 1-3 draft of the Employee Handbook:*** Discussion on various policies in Chapter 1-3 related to grievance policy, open recruitment and drug testing. Future drafts will be brought forward in sections.
8. ***Any other items properly brought before the committee:*** None.
9. ***Agenda items for next meeting:***
  - ❖ Comprehensive plan amendment
  - ❖ Employee manual
  - ❖ Possible CSM
  - ❖ Re-Zoning of Village property
10. ***Next meeting date:*** Monday, February 25, 2019 at 5:00 p.m.
11. ***Adjourn: MOTION*** to adjourn at 6:50 pm.

Minutes taken by Mike Kornmann