

**CITY OF CEDARBURG  
PERSONNEL COMMITTEE  
November 19, 2020**

**PER20201119-1  
UNAPPROVED**

A meeting of the Personnel Committee of the City of Cedarburg, Wisconsin, was held on Thursday, November 19, 2020 via the Zoom app. The meeting was called to order at 7:00 p.m. by Council Member Patricia Thome.

Roll Call: Present - Council Members Patricia Thome (Chair), Sherry Bublitz, Barb Lythjohan

Also Present - City Administrator Mikko Hilvo, City Clerk Tracie Sette

**STATEMENT OF PUBLIC NOTICE**

City Clerk Tracie Sette verified that notice of this meeting was provided to the public by forwarding the agenda to the City's official newspaper, the *News Graphic*, to all news media and citizens who had requested copies, and by posting in accordance with the Wisconsin Open Meetings law.

**APPROVAL OF MINUTES**

Motion made by Council Member Sherry Bublitz, seconded by Council Member Barb Lythjohan, to approve the minutes of the July 28, 2020 Personnel Committee meeting. Motion carried without a negative vote.

**NEW BUSINESS**

**CONSIDER CHANGES TO THE CITY ORGANIZATIONAL CHART; AND  
RECOMMENDATION TO COMMON COUNCIL THEREON**

Administrator Mikko Hilvo explained the updated organizational chart included with the personnel packet. The Personnel Committee discussed the following possible changes to the final organizational chart:

- Remove names of Common Council Members from the Council Member tile.
- Reduce the number of tiles to one (1) for representing Boards/Committees/Task Force
- Draw line from Citizens tile to Light & Water Commission
- Possibly move Park, Recreation & Forestry tiles closer to Public Works

**NEXT MEETING DATE**

The next Personnel Committee meeting will be held in January 2021 to discuss health insurance.

**ADJOURNMENT**

A motion was made by Council Member Sherry Bublitz, seconded by Council Member Barb Lythjohan, to adjourn meeting at 7:24 p.m. Motion carried without a negative vote.

Tracie Sette  
City Clerk