

**Administration Committee Meeting
May 2, 2017**

The Administrative Committee met on Tuesday, May 2, 2017 at 4:00 p.m. at 316 S. Brad Street, Grantsburg, Wisconsin.

Present: Chairman, Larry Ebersold and Member, Greg Peer.

Absent: None.

Others: Clerk, Patrice Bjorklund; Treasurer, Sheila Meyer; Public Works Director, Chris Bartlett; Alicia Cederberg (Arrived at 4:00 p.m.); Pamela Barnard (Arrived at 4:30 p.m.); Amy Bertelsen (Arrived at 5:00 p.m.); and Karin Reinert (Arrived at 5:30) p.m.

Motion to go into closed session pursuant to § 19.85(1)(c) Wis. Stats., was made by Member, Peer; seconded by Chairman, Ebersold. Carried.

Motion to reconvene into open session to discuss Public Works Administrative Assistant Hire was made by Member, Peer; seconded by Chairman, Ebersold. Carried.

Motion to hire Karin Reinert to start employment as the Public Works Administrative Assistant effective, May 8, 2017 for a maximum of 16 hours per week and \$12.00 per hour was made by Member, Peer; seconded by Chairman, Ebersold. Carried.

Motion to adjourn by Chairman, Ebersold at 6:25 p.m.; seconded by Member, Peer. Carried.

Submitted by:

Patrice Bjorklund
Village Clerk

May 2, 2017