

City of Vergas  
Personnel Committee Meeting

The Personnel Committee was called to order on January 10, 2025 at 8:30 am, at the City Office. Present: Dwight Lundgren, James Stenger and Julie Lammers.

1. Discussed personnel policy and reporting overtime, comp time and night hours to personnel committee. Clerk-Treasurer, Utilities Superintendent and Maintenance Worker report to personnel committee. Event Center, Deputy Clerk and Liquor Store Manager report to Clerk-Treasurer and Liquor Store Clerks report to Liquor Store Manager.
2. Reviewed Liquor Store full-time positions and recommend making no changes in staffing. Lundgren requested we review this in the spring with Liquor Store Manager present.
3. Deputy Clerk position was reviewed. Two applications were received and two others inquired about the position after the application deadline was past. The committee requested opening the application period up until January 21 doing interviews on January 24 with the applicant starting Feb. 3, 2025. Applications: Interviewed one applicant and rejected the other applicant as they requested a hybrid version of the position, and the committee did not feel this was in the best interest of the city. The current receptionist position ends January 16 and Lammers or Theisen will cover office hours until Deputy Clerk is hired.
4. Discussed Clerk-Treasurer vacation February 14-24, 2025. The cost for her to have cell service is \$179.93. The committee recommends not paying for cell service and allowing Lammers to check in when cell service is available. Lundgren stated if something comes up and immediate attention is needed, he will call a special council meeting, and the council will handle the issue.

**Adjournment**

The business for which the meeting was called having been completed, the meeting adjourned at 9:40 am.

**Follow Up:**

- Julie Lammers to advertise the new date of January 21 for applications.
- Schedule personnel meeting for January 24, 2024 at 8:30 am.

**Council recommendations:**

Allow personnel committee to hire Deputy Clerk with a start date of February 3 or schedule special Council meeting.

Vergas City Clerk-Treasurer  
Julie Lammers, CMC