

**DECEMBER 16, 2024 PERSONNEL COMMITTEE MEETING MINUTES  
CITY OF EDGERTON**

Chairperson Candy Davis called the meeting to order at 6:15 p.m.

Present: Candy Davis, Tim Shaw, and Jim Burdick.

Others Present: City Administrator Ramona Flanigan, and Mayor Christopher Lund

Flanigan confirmed the meeting agenda was properly posted on Friday, December 13, 2024 at the Post Office, Edgerton Library, City Hall and the City's website.

**MINUTES:** A Tim Shaw/Candy Davis motion to approve the November 18, 2024 Personnel Committee meeting minutes passed, all voted in favor.

A Tim Shaw/Jim Burdick motion to approve the November 25, 2024 Personnel Committee meeting minutes passed, all voted in favor.

A Tim Shaw/Jim Burdick motion to approve the December 2, 2024 Personnel Committee meeting minutes passed, all voted in favor.

**CONSIDER RECOMMENDATION FOR MUNICIPAL SERVICES DIRECTOR HIRING:**

Ramona Flanigan stated that at the direction of the Committee, an offer was made to Zach Nelson and he accepted.

A Jim Burdick/Tim Shaw motion to recommend Zach Nelson to the Municipal Services Director position effective as soon as possible, passed on a 3/0 roll call vote.

**CONSIDER APPOINTMENT OF PUBLIC WORKS OPERATOR:**

Ramona Flanigan stated that interviews were conducted and it was a unanimous decision by the interview team to appoint Todd Jessie to the vacant Public Works Operator position. He has previous municipal experience and also holds a CDL.

A Tim Shaw/Jim Burdick motion to approve the appointment of Todd Jessie to the Public Works Operator position, passed on a 3/0 roll call vote.

Being no other business before the Committee, a Tim Shaw/Candy Davis motion to adjourn passed, all voted in favor.

Ramona Flanigan/Ino  
City Administrator