

**TOWN OF ALGOMA  
WINNEBAGO COUNTY, WISCONSIN  
MINUTES FOR SPECIAL MEETING  
OF THE TOWN BOARD**

Tuesday, May 29th, 2012 at 5:30 PM  
Algoma Town Hall  
15 N. Oakwood Road, Oshkosh, WI 54904

**1. Call to order.**

The meeting was called to order by Chairman Blake at 5:30 PM.

**2. Roll call.**

Chairperson Blake	Supervisor Haman
Supervisor Timm	Supervisor Drexler
Supervisor Kierszh	Atty. K. Marone
Treasurer Edson - Excused	Clerk Nelson

**3. Discuss and act on the process for hiring a part-time Road/Drainage Coordinator.**

Timm explained that she thought having a subject matter expert on the panel for interviewing the candidates would be beneficial for the board to hire a person as well qualified as possible. Hamann believes that Strand is paid to be the town's engineer and they should be the one handling the standing water. Blake believes that if the board agrees to have a subject matter expert, Blake believes it should be Mr. Groth from Winnebago County because this is who the Road Drainage Coordinator is going to be working with. Kierszh thinks the board should go through the applications to see if any applicant meets the criteria that's been laid out in the job description; are we wasting time interviewing four people when they don't meet the criteria of the job description. There are a lot of qualifications in the job description and after looking at the resumes, some don't meet the criteria. Timm thinks that's what the interview process is for. Kierszh thinks it goes the other way; time is not wasted on interviewing people who don't meet the criteria. Drexler stated that the applicants have already been sent a letter indicating their interview and feels that they should be interviewed whether or not they meet the criteria. Debate continued. The board didn't decide to do a resume review, they decided to go right to the interview. Blake doesn't think the board should be looking for a person who comes close to meeting the criteria set forth, they should be looking for the person who meets the criteria. Debate continued regarding the hiring process, the wage, and other personal strikes against people who are currently or who have been involved in the Road Supervisor position in the past. Blake believes that Mr. Groth could be part of the interviews, but not part of the discussion or the hiring of this position. Drexler and Timm agree if Mr. Groth, the subject matter expert, is not available Thursday for the interviews, the interviews should continue. Clerk Nelson will make contact with Mr. Groth of the county to see if he is available. The interview questions were then discussed. Typically there are five questions. ***Motion by Kierszh/Drexler that the board interviews the candidate on Thursday whether or not Mr. Groth is available and we make a decision. Let's get beyond this point, so that we don't argue about this for another hour. Roll***

**call vote: Blake – no, Drexler – y, Hamann – no, Timm – yes, Kierszh – yes. Motion carried in a roll call vote, 3-2.** The focus then went to the questions that were submitted by Timm, Blake, and Drexler. Discussion went to open ended questions vs. closed ended questions. Blake would like to ask a question regarding working in the framework of budget, but Drexler disagreed. Drexler doesn't believe the board has set a proper framework to work within. Timm doesn't care what the questions are, just make sure they're typed, that the board members all have a set with the benchmarks and the candidates don't. Drexler didn't want to ask questions with a yes or no answer. There was discussion on whether or not the applicants are going to be able to expound upon their answers. Debate regarding what types of questions should be asked and whether or not they will be allowed to expand on their answer once the answer was given. Attorney Marone informed the board that they could ask follow up questions. Kierszh believes the board has to decide what questions are pertinent to the job, and those are the questions that are asked. Blake recommended from Timm's questions number 1, 4, and 5. Discussion continued regarding the interview questions. **Motion by Blake to ask from Timm's list the following questions, all of 1, 3, 4, and 5.** Drexler wanted question 6 as well and Timm agreed. **Blake mended his motion to all of 1, 3, 4, 5, and 6. Motion was seconded by Timm.** Kierszh stated all the questions deal with sealcoating, should there be more questions asked? It was agreed to combine 4 and 5 together. Further discussion continued. Clerk Nelson observed that all the questions asked were on roads, should there be a least one question on drainage? There was discussion on Clerk Nelson creating a situational question to ask. **Blake/Timm amended their motion to read as follows: 1, 3, 4, 5, 6 from Timm's list and a situational question from Clerk Nelson.** The candidates will be presented with the questions when they come in and each board member will ask a single question; it will be a cold interview. Only the town board members will have the benchmarks on their questions. Be here ready to proceed by 5:30 PM. **No further discussion. Motion carried in a voice vote, 5-0.**

- 4. The town board may convene into closed session pursuant to WIS STATS Sec. 19.85(1)(g) for the purpose of conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.**

**Motion by Blake/Hamann that the town board may convene into closed session pursuant to WIS STATS Sec. 19.85(1)(g) for the purpose of conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. The town board may reconvene into open session to discuss and act upon matters discussed in closed session. Roll call vote; Drexler – yes, Kierszh – yes, Timm – yes, Hamann – yes, Blake yes. Motion carried in a roll call vote, 5-0.**

The town board went into closed session at 6:17 PM.

- 5. The town board may reconvene into open session to discuss and act upon matters discussed in closed session.**

Approved at the June 20<sup>th</sup>, 2012 Regular Town Board Meeting.

***Motion by Hamann/Kierszh to go back into open session. No further discussion. Roll call vote: Hamann – yes, Kierszh – yes, Blake – yes, Timm – yes, Drexler – yes. Motion carried in a roll call vote, 5-0.***

The town board went back into open session at 7:50 PM. No action was taken.

**6. Adjourn.**

Motion by Timm/Drexler to adjourn. No further discussion. Motion carried in a voice vote, 5-0. Meeting adjourned at 7:52 PM.

Respectfully submitted,

Charlotte K. Nelson, WCMC  
Town Clerk  
Town of Algoma, Winnebago County, WI