



City of Appleton

100 North Appleton Street
Appleton, WI 54911-4799
www.appletonwi.gov

Meeting Minutes Human Resources & Information Technology Committee

Wednesday, May 14, 2025

6:30 PM

Council Chambers, 6th Floor

1. Call meeting to order
2. Pledge of Allegiance
3. Roll call of membership

Present: 4- Hartzheim, Hayden, Wolff, Stancil-Marin

Excused- Jones

4. Approval of minutes from previous meeting

[25-0481](#)

Minutes 04/23/25

Attachments: [4.23.25.pdf](#)

Hayden moved, seconded by Stancil-Martin, that the Minutes be approved. Roll Call. Motion carried by the following vote:

Aye: 4 - Hartzheim, Hayden, Wolff and Stancil-Martin

Absent: 1 - Jones

5. Public Hearing/Appearances

6. Action Items

[25-0483](#)

Request the Approval of Department of Public Works Parking Re-organization.

Attachments: [Parking Memo.pdf](#)
[Parking TO.pdf](#)
[Parking Enforcement Lead.pdf](#)

Hayden moved, seconded by Stancil-Martin, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 4 - Hartzheim, Hayden, Wolff and Stancil-Martin

Excused: 1 - Jones

[25-0484](#)

Request the Approval of Finance Department of Re-organization.

Attachments: [Finance Dept Staffing memo.pdf](#)
[Finance Department TO.pdf](#)
[Finance Customer Service Supervisor Job Description - Final.pdf](#)
[Finance Staff Accountant - Property Tax Specialist Job Description - Final.pdf](#)

Hayden moved, seconded by Wolff, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 4 - Hartzheim, Hayden, Wolff and Stancil-Martin

Excused: 1 - Jones

[25-0485](#)

Request the Approval of Side Letter Agreement with Teamsters Local Union #662.

Attachments: [VT Side Letter Memo.pdf](#)
[VT Shop Foreperson JD.pdf](#)

Hayden moved, seconded by Wolff, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 4 - Hartzheim, Hayden, Wolff and Stancil-Martin

Excused: 1 - Jones

[25-0486](#)

Request the Approval of Backup Internet Circuit.

Attachments: [2025 Recommendation to Approve Backup Internet Circuit.pdf](#)

Hayden moved, seconded by Stancil-Martin, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 4 - Hartzheim, Hayden, Wolff and Stancil-Martin

Excused: 1 - Jones

7. Information Items

[25-0487](#)

Recruitment Status Report through 5/8/2025.

Attachments: [RSR 050825.xlsx](#)

This Presentation was received and filed.

8. Adjournment

Hayden moved, seconded by Wolff, that the be adjourned. Roll Call. Motion carried by the following vote:

Aye: 4 - Hartzheim, Hayden, Wolff and Stancil-Martin

Absent: 1 - Jones