



# City of Appleton

100 North Appleton Street  
Appleton, WI 54911-4799  
www.appleton.org

## Meeting Minutes Human Resources & Information Technology Committee

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Wednesday, May 15, 2024

6:30 PM

Council Chambers, 6th Floor

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### Special Meeting

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

*Ald. Croatt appears remotely.*

**Present:** 3 - Hayden, Croatt and Hartzheim

**Excused:** 2 - Jones and Van Zeeland

4. Approval of minutes from previous meeting

[24-0608](#)

Minutes 4/24/24.

**Attachments:** [Minutes 4.24.24.pdf](#)

Hayden moved, seconded by Croatt, that the Minutes be approved. Roll Call.

**Motion carried by the following vote:**

**Aye:** 3 - Hayden, Croatt and Hartzheim

**Absent:** 2 - Jones and Van Zeeland

5. **Public Hearing/Appearances**
6. **Action Items**

[24-0607](#)

Request to Approve Syntech Fuelmaster Upgrade.

**Attachments:** [Memo Syntech Fuelmaster Upgrade.pdf](#)  
[City of Appleton FMLive Upgrade TB104044.pdf](#)  
[RL24052 City of Appleton MSB Card Reader \(1\).pdf](#)  
[Sole-Source-Approval.pdf](#)  
[FMLive CIP.pdf](#)  
[General Fund Memo.pdf](#)

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

**Aye:** 3 - Hayden, Croatt and Hartzheim

**Absent:** 2 - Jones and Van Zeeland

[24-0609](#)

Request to Change DPW Administration Table of Organization.

**Attachments:** [DPW Re-org 2024 Memo.pdf](#)  
[DPW Re-org TO SB 2024.pdf](#)  
[DPW Re-org TO Updated 2024.pdf](#)  
[DPW Re-org AT JD 2024.pdf](#)  
[DPW Re-org MAC JD 2024.pdf](#)  
[DPW Re-org ACE JD 2024.pdf](#)

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

**Aye:** 3 - Hayden, Croatt and Hartzheim

**Absent:** 2 - Jones and Van Zeeland

## 7. Information Items

[24-0610](#)

2024 Interpreter Policy Update.

**Attachments:** [2024 Interpreter Policy Update.dg edits 2.15.24 \(1\).pdf](#)

This Presentation was received and filed

[24-0611](#)

Recruitment Status Report through 5/9/24.

**Attachments:** [RSR 5.9.24.pdf](#)

This Presentation was received and filed

8. Adjournment

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

**Aye:** 3 - Hayden, Croatt and Hartzheim

**Absent:** 2 - Jones and Van Zeeland