

TOWN OF WILSON
SHEBOYGAN COUNTY, WISCONSIN

**APPROVED MINUTES OF SEPTEMBER 28, 2011 SPECIAL JOINT TOWN BOARD/SANITARY
DISTRICT COMMISSION EMPLOYEE HANDBOOK COMMITTEE MEETING**

PRESENT: David Gartman, Michael Bergin, Dale Sommer, David Senkbeil, Brian Hoffmann, Laurie Pankratz, Cheryl Rostollan (left meeting shortly after meeting start), Rick Meyer, Doug Fuller, Jim Kummer, Dan Rostollan. **Absent:** Guy Jones and Georgene Lubach.

1. **Call to order and declaration of open meeting:** Meeting was called to order by Chair/Commission President Gartman at 6:30 p.m., posting in accordance with open meeting law was confirmed with clerk and the meeting was declared an open meeting.
2. **Review/revise Draft of Employee Handbook:**
 - a. Sanitary District No. 1
 - b. Town of Wilson
3. **Employee Application Form**
4. **Employee Grievance Procedures**
5. **Adjourn – Motion to adjourn by Senkbeil; second by Hoffmann; motion unanimously carried and meeting adjourned at 8:00 p.m.**

Minutes submitted by: Cheryl Rostollan, Town Clerk