
FINANCE & PERSONNEL COMMITTEE MEETING

AUGUST 7, 2025, at 9:00 a.m.

Minong Village Hall 123 5th Ave Minong, WI 54859

AGENDA

- 1. Call to Order**
- 2. Roll Call**
- 3. Approval of Agenda**
- 4. Map out Current Building Permit Flow**
- 5. Discuss Permit Fee**
- 6. Brainstorm Building Inspector Options**
- 7. Office Staff Meeting Items**
 - a. Fire & Ambulance EIN**
 - b. Utility Application Forms**
 - c. Communication System Text & Email Updates**
 - d. Web Page**
 - e. Computer Upgrades**
 - f. Upcoming Tasks & Activities**
 - g. Update on Emergency Tasks that Need Resolution**
 - h. Upcoming Training**
 - i. Technical Issues**
 - j. Suggestions for Improvements**
- 8. Employee Handbook**
 - a. Section 6.4 Progressive Discipline**
 - b. Section 6.5 Employee Grievance – Grievance Form**
- 9. Schedule Next Meeting Date and Time for Future Agenda Items (if needed)**
- 10. Adjourn**

The Village requests persons requiring assistance to enable attendance and participation either in person or by telecommunications to provide at least a 24-hour notice.