

**MINUTES  
APPOINTMENT REVIEW COMMITTEE  
MARCH 14, 2016 4:30 P.M.  
CITY MANAGER'S CONFERENCE ROOM  
CITY HALL  
100 STATE STREET  
BELOIT, WI 53511**

Vice-Chair Branden Beavers Jackson called the regular meeting of the Appointment Review Committee to order at 4:30 p.m.

**1. Roll Call:**

Committee Members Present: Branden Beavers Jackson, Henry Clement, Louise Reidenbach, Kurt Reynolds, Sheila De Forest

Committee Members Excused: Charles Haynes, Merlin Kenitzer

Staff: Pamela Lathrop

**2. Minutes:**

Motion by Henry Clement to approve the minutes of the December 14, 2015 meeting. Seconded by Kurt Reynolds, motion carried.

**3. Election of Officers**

**a. Chair**

Motion by Henry Clement to nominate Branden Beavers Jackson as chair. Louise Reidenbach seconded. There were no further nominations. Branden Beavers Jackson accepted the appointment as chair, and the motion carried.

**b. Vice-Chair**

Kurt Reynolds and Henry Clement were both nominated. Henry Clement declined the nomination. Kurt Reynolds accepted. Motion by Henry Clement to appoint Kurt Reynolds as Vice-Chair, seconded by Branden Beavers Jackson. Motion carried.

**c. Secretary**

Pam Lathrop agreed to continue serving as the secretary for the Appointment Review Committee.

**4. Consideration and review of existing and upcoming vacancies (March and April, 2016)**

Accepted as sent.

**5. Review of City Council appointments**

Committee members reviewed the Council appointments made on December 21, 2015. There were no questions or comments.

**5. Review of applicants for the following vacancies with recommendations to City Council:**

Alcohol Beverage License Control Committee

Motion by Kurt Reynolds to recommend the appointment of **Tara J. Tinder**, 2357 Field Crest Court (replacing Joseph Vickerman) for a term expiring June 30, 2018. Henry Clement seconded and the motion carried.

Board of Appeals

An application was received from **John P. Petersen**, who lists Board of Appeals as his 4<sup>th</sup> choice. The committee discussed his application, and Councilor De Forest stated she feels his talents could be better used on a different committee. We will hold his application on file.

Board of Ethics

Motion by Branden Beavers Jackson to recommend the appointment of **Alexander T. Henning**, 810 College St. (replacing Phillip R. Shields) for a term expiring December 31, 2018. Henry Clement seconded and the motion carried.

Community Development Authority

Although there is an application on file for the vacant position, staff asked members of the ARC to refrain from recommending an appointment, as they would like to fill the vacancy with a public housing or Section 8 resident. CDA staff is actively seeking applications.

Municipal Library Board

Although there is an application on file for the vacant position, staff asked members of the ARC to refrain from recommending an appointment, as they are trying to create a more diverse board. Library staff is actively seeking applications.

Plan Commission

Two applications were received and discussed.

Motion by Henry Clement to recommend the appointment of **Dr. Brittany Keyes**, DPT, PT, ATC, 1611 E. Ridge Rd. (replacing Bill Mathis) for a term expiring April 30, 2018. Louise Reidenbach seconded and the motion carried.

**6. Member Participation**

Upcoming vacancies discussed. Next month, the Police and Fire Commission will have a vacancy. Members discussed how to recruit volunteers and it was suggested that those who work approach co-workers. It was also suggested to contact the Chamber of Commerce’s Rising Professionals group. Councilor De Forest feels citizens are unable to participate when meetings are held during working hours. Members asked if Andrew Janke could mention the municipal advisory committees when he visits with companies on retention visits.

Pam Lathrop reminded members of the meeting tonight with members of the City Council to thank volunteers and discuss upcoming changes to the Municipal Code regarding committees, commissions and boards.

**7. Citizen Participation**

None.

**8. Adjournment**

Meeting adjourned at 4:58 p.m.

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Branden Beavers Jackson, Chairperson

\_\_\_\_\_  
Date

\_\_\_\_\_  
Kurt Reynolds, Vice-Chairperson

\_\_\_\_\_  
Date