



**MINUTES
APPOINTMENT REVIEW COMMITTEE
SEPTEMBER 12, 2011, 4:30 P.M.
CITY MANAGER'S CONFERENCE ROOM
CITY HALL
100 STATE STREET
BELOIT, WI 53511**

Chair Henry Clement called the regular meeting of the Appointment Review Committee to order at 4:30 p.m.

1. Roll Call:

Committee Members Present: Henry Clement, Kurt Reynolds, Doris Forbes, Louise Reidenbach, Merlin Kenitzer, Jim Van De Bogart, Kevin Leavy

Committee Members Absent: Jane Threinen, Marlene Erickson

Staff: Pamela Lathrop

2. Minutes:

Minutes of the August 8, 2011 meeting were approved on a motion by Doris Forbes, seconded by Louise Reidenbach. Motion carried.

3. Explanation of Appointment Review Committee Function – Tom Casper, City Attorney

This item was included on the agenda in error, as a carry-over from the August meeting agenda.

However, Merlin Kenitzer brought up a question that he would have asked, had Tom Casper actually been in attendance. Mr. Kenitzer wondered if the Appointment Review Committee could go into closed session if a committee candidate was attending the meeting and their presence prevented the committee members from speaking honestly.

Jim Van De Bogart answered and said the City Council can go into a closed meeting, but didn't believe the Appointment Review Committee could do that. He said the ARC is merely making a recommendation for appointment to the City Council; therefore, if a candidate wished to speak, they would be advised to appear before the Council

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

Alcohol Beverage License Control Committee

There is one application on file, but ABLCC is the applicant's second choice. The Appointment Review Committee would like to review the application for the applicant's first choice, Traffic Review Committee.

Board of Appeals

Kurt Reynolds moved to recommend the appointment of **Carolyn H. Hansen**, 444 East Grand Ave., Apt. L (replacing Chad R. Blaser) for a term ending May 31, 2013. Doris Forbes seconded and the motion carried.

Board of Ethics

No applications on file to fill the vacancy of a former City Councilor.

Board of Review

No applications on file.

Disabled Parking Enforcement Assistance Council

No applications on file.

Equal Opportunities and Human Relations Commission

No applications on file.

Municipal Golf Committee

No applications on file for a youth.

Municipal Library Committee

The Library is still encouraging people to apply for this committee.

Park, Recreation & Conservation Advisory Commission

No applications on file for a youth.

Members of the ARC reviewed the one application that is on file. Louise Reidenbach moved to recommend the appointment of **Terry Lee Wilson**, 1103 Henry Avenue (replacing Matthew Parish) for a term expiring September 30, 2014. Merlin Kenitzer seconded and the motion carried.

Traffic Review Committee

Members of the ARC reviewed the one application that is on file. Kurt Reynolds moved to recommend the appointment of **Randy W. Cole**, 1134 Cleveland St. (replacing Terry Fell) for a term expiring September 30, 2013. Louise Reidenbach seconded and the motion carried.

5. **Member Participation**

None

6. **Citizen Participation**

None

7. **Adjournment**

Henry Clement adjourned the meeting at 4:48 p.m.

Henry Clement, Chairperson

Date

Louise Reidenbach, Vice-Chairperson

Date

Minutes are not official until approved by the Appointment Review Committee