

**PERSONNEL COMMITTEE PROCEEDINGS**  
**May 13, 2025**

The Amery Personnel Committee met on May 13, 2025, at the Amery City Center. The meeting was called to order at 5:33 p.m.

Present: Members Eric Elkin, Sharon Marks and Mike Manor.

Others Present: City Administrator Alex Mansfield, Clerk-Treasurer Taylor Larson; Public Works Director Jeff Mahoney, Lisa Gunderson, Deb Trandum, Roger Van Someren, Fran Duncanson, and Rick Van Blaricom.

**Motion by Elkin; seconded by Marks to adopt the agenda as presented.**

**Ayes – 3**

**Nays – 0**

**Motion carried.**

1. **Employee Handbook Revision** – Deb Trandum and Administrator Mansfield reviewed revisions to the Employee Handbook with the committee. The changes are meant to modernize the employee handbook and make it a document that can be reviewed annually. The committee gave feedback on changes in the handbook.

*Motion by Marks; seconded by Elkin; to adjourn at 6:33 p.m.*

**Ayes – 3**

**Nays – 0**

**Motion carried.**

Respectfully submitted,

Taylor Larson  
Clerk-Treasurer  
May 15, 2025