



**City of Cottonwood  
Personnel Board Meeting Minutes**

The City of Cottonwood Personnel Board met Wednesday, January 27, 2021 virtually via Go To Meeting.

<b><u>Board Members</u></b>	<b><u>Present</u></b>	<b><u>Absent</u></b>
Michael Matthews – Council Representative		X
VACANT – Citizen at Large, Chair		X
Joyce Oswald – Citizen at Large, Vice Chair	X	
Debbie Breitreutz– Employee	X	
Ben Kramer - Employee	X	
Ryan Bigelow – Employee	X	
Amanda Wilber –Employee/Board Secretary	X	

- I. Call to order - The meeting was called to order at 2:35 PM.
- II. Roll Call – Member Michael Matthews was not present. Members Debbie Breitreutz, Ben Kramer, and Ryan Bigelow were present. Board Secretary Amanda Wilber was also present.
- III. Call to the Public – There was no one from the public present.
- IV. Approval of Minutes from Previous Board Meeting - The board reviewed the minutes from the October 13, 2020 meeting. Motion to approve was made by Joyce Oswald and seconded by Ben Kramer. Motion carried unanimously.
- V. Staff Update – The board secretary informed the members that there was an application for the vacant Citizen at Large seat and hopefully by the next meeting it would be filled. The board secretary also informed the members that when the new Citizen at Large is seated, the board will select a Chair and Vice Chair at the next meeting.
- VI. Review nominations and select employee of the 4th Quarter, 2020:  
  
Submitted nominations included:  
  
Gary Davis, nominated by Josh Frewin  
Jen Mathe, nominated by Sergeant Monica Kuhlt  
Chris Norwood, nominated by Cody Bailey  
Randi Stephens, nominated by Tommy Gendron  
  
After deliberating about the excellent quality of all nominations, the board unanimously chose Jen Mathe as the employee of the 4<sup>th</sup> Quarter, 2020.
- VII. Review Nominations and select Employee of the Year, 2020.

Nominations included:

Ron Corbin, nominated by Ron Sauntman  
Steve Hensyel, nominated by John Carter  
Ben Kramer, nominated by Tim Wills  
Ben Kramer, nominated by Rick Contreras  
Mark Larremore, nominated by Jak Teel  
Frankie Montes, nominated by Cody Bailey

After much deliberating, the board chose Ben Kramer as the recipient for Employee of the Year, 2020. The board truly appreciated the difficult choice as we had several excellent nominations and many deserving employees.

VIII. Review nominations and select Team of the Year, 2020

Nominations included:

Detective Team, nominated by Kiedi Dever  
Cottonwood Firefighters, nominated by Tim Wills  
Parks and Recreation, nominated by Jak Teel

After reviewing the nominations, all board members agreed to award the Team of the Year award to Parks and Recreation.

IX. Adjournment –

Ryan Bigelow motioned to adjourn; seconded by Debbie Breitkreutz at 3:18 PM.

Respectfully Submitted,

Amanda Wilber, Personnel Board Secretary