

CITY OF NEWTON  
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Incorporated City 1887

**Personnel Committee Meeting Minutes**  
**September 27, 2024**  
**6:54 PM – 7:35 PM**

1. Discuss Altercations to the City Clerk position
  - A. A discussion was had about moving the City Clerk position from an elected position to an appointed position. The committee moved to gather more information about a legal and constitutional way to go about this, as well as finding appointment duration and salary
2. Discuss City Utilities and management
  - A. It was discussed that all City Department heads would form a weekly schedule of what will be done by their department. This schedule would be given to the Committee Chair and to the City Clerk's office. This is being implemented to give Chairs and the Clerk's office an outline of what the departments should accomplish by the end of the week, allowances are made for emergency situations pushing back deadlines.

Submitted by Kaleb Wright  
**Chairman**