

September 12, 2018

MEMORANDUM

TO: Personnel Committee

FROM: Kelly L. Chalfant

**SUBJECT: Agenda for the September 17th 6:00 p.m. meeting in
Council Chambers, Municipal Building**

Update on utilization at the Perrysburg Health and Wellness Clinic

Update on law director search

Distribute the latest revision of the draft Employee Handbook

Respectfully submitted

Kelly L. Chalfant