



VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN
OFFICIAL MEETING AGENDA OF THE HUMAN RESOURCES COMMITTEE
Weston Municipal Center Board Room
5500 Schofield Avenue, Weston, WI 54476

Monday, May 3, 2021 @ 5:00 p.m.

A quorum of members from other Village governmental bodies (boards, commissions, and committees) may attend the above-noticed meeting to gather information. Should a quorum of other government bodies be present, this would constitute a meeting pursuant to State ex rel. Badke v. Greendale Village Bd., 173 Wis.2d 553,494 N.W.2d 408 (1993). Wisconsin State Statutes require all agendas for Committee, Commission, or Board meetings be posted in final form, 24 hours prior to the meeting. Any posted agenda is subject to change up until 24 hours prior to the date and time of the meeting. No officials' actions other than those of the Human Resources Committee shall take place.

ATTENDEES MAY ALSO PARTICIPATE VIA ZOOM

Join Zoom Meeting by Computer: <https://zoom.us/j/5445915099>

Join Zoom Meeting by Phone: +1 312 626 6799 US (Chicago)

Meeting ID: 544 591 5099

AGENDA ITEMS

1. Call to Order
2. Roll Call
3. Approval of minutes from previous meeting: No minutes from this meeting – There was no quorum.
4. Public comments

NEW BUSINESS

5. [Acknowledge Resignation of Tony Skrzypchak](#)
6. [Acknowledge Resignation of Tom Chartrand](#)
7. Recruitments Update
 - a. Public Works Maintainer/Operator
 - b. Seasonal Park Maintainer
8. [Discussion on adjusting the Classification and Compensation Matrix](#)

MOVE TO CLOSED SESSION PER 19.85(1)(c)

Move to closed session to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility: 2021 employee CPI & Merit increases

RECONVENE TO OPEN SESSION

POSSIBLE ACTION ON CLOSED SESSION ITEMS

9. [Employee 2021 Compensation Adjustments](#)

REMARKS FROM STAFF

REMARKS FROM COMMITTEE MEMBERS

ADJOURNMENT

October 20, 2020

I, Tony Skrzypchak, will be retiring in December 2020. My last day will be December 31, 2020. My intention is to PTO out my time from October 26, 2020 to December 31, 2020.

A handwritten signature in black ink, reading "Tony Skrzypchak". The signature is written in a cursive style with a large, stylized initial "T".

March 25, 2021

Thomas Chartrand
3805 Mount View Ave, Apt 22
Weston, WI 54476

Dear Administrator Donner,

Please accept this as my formal letter of resignation from my position as Economic Development Coordinator, from The Village of Weston. My final day of employment was Monday, March 22, 2021.

Thank you for the opportunity to work for the Village of Weston. It is a wonderful community with so many kind people and businesses.

I wish you and the Village of Weston the best of luck in the future.

Sincerely,

A handwritten signature in black ink, appearing to read "Thomas Chartrand". The signature is written in a cursive style with a large, stylized initial "T" and "C".

Thomas Chartrand

VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN
2020 CLASSIFICATION AND COMPENSATION MATRIX
APPROVED 12/16/2019
Adjusted 1.85% Relative to 2019

Grade	Market AVG		120% Maximum
	87.5% Minimum	Mid-Point	
T	\$ 101,192.00	\$ 115,648.00	\$ 138,777.60
	\$ 48.65	\$ 55.60	\$ 66.72
Administrator			
S	\$ 93,121.60	\$ 106,433.60	\$ 127,712.00
	\$ 44.77	\$ 51.17	\$ 61.40
R	\$ 85,716.80	\$ 97,947.20	\$ 117,520.00
	\$ 41.21	\$ 47.09	\$ 56.50
Director of Public Works			
Q	\$ 81,182.40	\$ 92,768.00	\$ 111,321.60
	\$ 39.03	\$ 44.60	\$ 53.52
P	\$ 76,668.80	\$ 87,630.40	\$ 105,164.80
	\$ 36.86	\$ 42.13	\$ 50.56
Director of Finance Director of Planning & Development			
O	\$ 72,134.40	\$ 82,451.20	\$ 98,924.80
	\$ 34.68	\$ 39.64	\$ 47.56
N	\$ 67,641.60	\$ 77,313.60	\$ 92,768.00
	\$ 32.52	\$ 37.17	\$ 44.60
Deputy Director of Public Works Director of Technology			
M	\$ 63,107.20	\$ 72,134.40	\$ 86,590.40
	\$ 30.34	\$ 34.68	\$ 41.63
Clerk/Employee Resources Manager Director of Parks & Recreation Utility Superintendent			
L	\$ 58,177.60	\$ 66,476.80	\$ 79,809.60
	\$ 27.97	\$ 31.96	\$ 38.37
Deputy Director of Finance Economic Development Coordinator Building Inspector/Building Manager			

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Grade	Market AVG		
	87.5% Minimum	Mid-Point	120% Maximum
K	\$ 54,080.00	\$ 61,817.60	\$ 74,193.60
	\$ 26.00	\$ 29.72	\$ 35.67
Fleet Foreman Street Foreman Property/Residential Inspector Public Relations & Employee Resources Assistant Utility Foreman Aquatic Center Manager			
J	\$ 49,566.40	\$ 56,638.40	\$ 67,995.20
	\$ 23.83	\$ 27.23	\$ 32.69
Utility Technician Utility Senior Operator Mechanic Assistant Planner			
I	\$ 45,052.80	\$ 51,500.80	\$ 61,796.80
	\$ 21.66	\$ 24.76	\$ 29.71
Arborist/Forester Utility Operator PW Senior Operator			
H	\$ 40,539.20	\$ 46,321.60	\$ 55,619.20
	\$ 19.49	\$ 22.27	\$ 26.74
Planning/Development Technician PW Operator Administrative Support Specialist/Deputy Clerk 3 Utility Clerk Utility Maintainer			
G	\$ 36,046.40	\$ 41,184.00	\$ 49,441.60
	\$ 17.33	\$ 19.80	\$ 23.77
PW Maintainer Administrative Support Specialist/Deputy Clerk 2 Finance Support Specialist			
F	\$ 31,532.80	\$ 36,025.60	\$ 43,222.40
	\$ 15.16	\$ 17.32	\$ 20.78
Administrative Support Specialist/Deputy Clerk 1			

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Grade	Market AVG		
	87.5% Minimum	Mid-Point	120% Maximum
E	\$ 28,974.40	\$ 33,134.40	\$ 39,728.00
	\$ 13.93	\$ 15.93	\$ 19.10
D	\$ 27,040.00	\$ 30,888.00	\$ 37,044.80
	\$ 13.00	\$ 14.85	\$ 17.81
C	\$ 25,022.40	\$ 28,579.20	\$ 34,320.00
	\$ 12.03	\$ 13.74	\$ 16.50
B	\$ 23,171.20	\$ 26,457.60	\$ 31,782.40
	\$ 11.14	\$ 12.72	\$ 15.28
A	\$ 21,320.00	\$ 24,460.80	\$ 30,596.80
	\$ 10.25	\$ 11.76	\$ 14.71

Office Assistant
Maintenance Worker/Maintainer II (Seasonal)

Maintenance Worker/Maintainer I (Seasonal)

WAC Head Lifeguard

Ice Rink Attendent
WAC Lifeguard
WAC SlideTop/Cashier

Wisconsin Minimum Wage is \$7.25/hour

**VILLAGE OF WESTON
MARATHON COUNTY
RESOLUTION NO. 2021-010**

APPROVING THE EMPLOYEE 2021 COMPENSATION ADJUSTMENTS

WHEREAS, the Board of Trustees, at their November 16, 2020 meeting, approved the 2021 General Fund Budget and the Other Funds Budget which included a 2% wage increase for employees; and

WHEREAS, the Board of Trustees, at their November 16, 2020 meeting, also approved a contingency of up to \$20,200 in the 2021 General Fund Budget; and

WHEREAS, the Administrator has reviewed the 2020 employee evaluations and merit increase recommendations; and

WHEREAS, the Administrator has made his recommendations in the 2021 proposed Compensation Adjustments Worksheet; and

WHEREAS, the Human Resources Committee, at their May 3, 2021 meeting recommended approval of the 2021 Proposed Compensation Adjustments Worksheet to the Board of Trustees; and

NOW THEREFORE BE IT RESOLVED that the Board of Trustees approve the 2021 Proposed Compensation Adjustments recommended by the Administrator, dated April 28, 2021, to be effective the first full payday in January 2021.

PASSED BY THE BOARD OF TRUSTEES OF THE VILLAGE OF WESTON, at a regular meeting thereof, this 17th day of the month of May 2021.

VILLAGE OF WESTON, a Municipal Corporation of the State of Wisconsin.

**By: _____
Mark Maloney, President**

ATTEST:

**By: _____
Sherry Weinkauff, Clerk**