



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, June 7, 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: May 3, 2021](#)
4. Public comments

NEW BUSINESS

5. Employee engagement (e.g., all staff meetings, social activities, etc.)
6. [Acknowledge resignation of Jen Suchomski](#)

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 compensation for Director team

RECONVENE TO OPEN SESSION

POSSIBLE ACTION ON CLOSED SESSION ITEMS

7. 2021 employee compensation for Director team

REMARKS FROM STAFF

REMARKS FROM COMMITTEE MEMBERS

ADJOURNMENT

**VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN
OFFICIAL MEETING MINUTES OF THE HUMAN RESOURCES COMMITTEE**

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

AGENDA ITEMS.

1. **Call to Order & Welcome by Chairperson Fiene.**
Meeting called to order by Chairperson Fiene at 5:00 p.m.

2. **Roll Call**

MEMBER	PRESENT
Fiene, Nate	YES
Hackbarth, Linda	YES
Schuster, Fred	YES
Simmons, Ryan	YES

3. **Approval of minutes from previous meeting: No minutes from this meeting - There was no quorum.**

4. **Public comments.**
There were no public comments made.

NEW BUSINESS

5. **Acknowledge Resignation of Tony Skrzypchak**

Motion by Schuster second by Hackbarth to acknowledge the resignation.

Yes Vote: 4 No Votes: 0 Abstain: 0 Not Voting: 0 Result: Pass

MEMBER	VOTING
Fiene, Nate	YES
Hackbarth, Linda	YES
Schuster, Fred	YES
Simmons, Ryan	YES

6. **Acknowledge resignation of Tom Chartrand**

Motion by Simmons second by Schuster to acknowledge resignation.

Yes Vote: 4 No Votes: 0 Abstain: 0 Not Voting: 0 Result: Pass

MEMBER	VOTING
Fiene, Nate	YES
Hackbarth, Linda	YES
Schuster, Fred	YES
Simmons, Ryan	YES

7. Recruitments Update

a. Public Works Maintainer/Operator

Jared Hoekstra has accepted the position.

b. Seasonal Park Maintainer

Administrator Donner said two seasonal maintainers will be coming back this summer. We are still looking to fill one more position. Director Osterbrink conducted an interview today. In addition, our Seasonal Utility Maintainer will be coming back for his third summer.

8. Discussion on adjusting the Classification and Compensation Matrix

Donner talked briefly about the Village’s employee compensation matrix. An in-house compensation study was performed in 2018. There was short discussion on when and how the pay matric should be adjusted. Hackbarth said it is a good idea to look at pay rates annually to keep up with the market and maintain competitiveness. President Maloney asked about going beyond the matrix parameters. Donner said we want it to land within the parameters. We need to be competitive, but we also need to maintain the equality of the employees. Hackbarth said there is a Central Wisconsin HR Society that does a salary survey every year and she will get the information to Administrator Donner. Weinkauf stated we used to be members of IPMA-HR and they used to provide salary surveys. This is geared toward the public sector but is an international organization. Hackbarth said its helpful if they break down the data per region, not nationwide.

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 compensation adjustments.

Motion by Schuster second by Hackbarth to convene into closed session at 5:25 pm.

Roll call taken by Recording secretary Flory.

Yes Vote: 4 No Votes: 0 Abstain: 0 Not Voting: 0 Result: Pass

MEMBER	VOTING
Fiene, Nate	YES
Hackbarth, Linda	YES
Schuster, Fred	YES
Simmons, Ryan	YES

RECONVENE TO OPEN SESSION

Motion by Schuster second by Hackbarth to reconvene to open session at 6:15 pm.

Yes Vote: 4 No Votes: 0 Abstain: 0 Not Voting: 0 Result: Pass

MEMBER	VOTING
Fiene, Nate	YES
Hackbarth, Linda	YES

Schuster, Fred YES
Simmons, Ryan YES

POSSIBLE ACTION ON CLOSED SESSION ITEMS

9. Employee 2021 Compensation Adjustments

Motion by Schuster, second by Hackbarth to approve the employee 2021 compensation adjustments as outlined by staff.

Yes Vote: 4 No Votes: 0 Abstain: 0 Not Voting: 0 Result: Pass

MEMBER	VOTING
Fiene, Nate	YES
Hackbarth, Linda	YES
Schuster, Fred	YES
Simmons, Ryan	YES

REMARKS FROM STAFF

Donner reported on the approval of the new municipal center.

REMARKS FROM COMMITTEE MEMBERS

No comments.

ADJOURNMENT

Motion by Hackbarth second by Simmons to adjourn the meeting at 6:19 p.m.

Yes Vote: 4 No Votes: 0 Abstain: 0 Not Voting: 0 Result: Pass

MEMBER	VOTING
Fiene, Nate	YES
Hackbarth, Linda	YES
Schuster, Fred	YES
Simmons, Ryan	YES

5/24/21

Village of Weston:

This letter is to inform you that today is my two week notice.

My last full day of work will be Friday June 4th 2021.

A handwritten signature in black ink, appearing to read "Jen Sachomski". The signature is stylized with large, sweeping loops and a long horizontal flourish at the end.

Jen Sachomski