



**VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN
SPECIAL MEETING AGENDA OF THE BOARD OF TRUSTEES**

Weston Municipal Center Board Room
4747 Camp Phillips Road, Weston, WI 54476

Thursday, March 23, 2023, at 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. If a quorum of other government bodies are present this would constitute a meeting pursuant to "State of Wisconsin ex rel. Badke v. Greendale Village Bd., 173 Wis.2d 553,494 N.W.2d 408 (1993)". Therefore, no official actions other than those of the BOARD OF TRUSTEES shall take place.

Any interested persons may attend the meeting via the Zoom link listed below.

Join Zoom Meeting:

<https://zoom.us/j/5445915099>

Join Zoom Meeting by Phone:

+1 312 626 6799 US (Chicago)

Meeting ID: 544 591 5099

AGENDA ITEMS

1. Special Board of Trustees Meeting called to order by President Maloney
2. Pledge Allegiance to the Flag
3. Roll Call by Clerk for Board of Trustees
 - a. Maloney{p}, Ermeling{vp}, Cronin, Fiene, Hartinger, Weiland, Zeyghami

PUBLIC COMMENTS

UNFINISHED BUSINESS

4. [Pay Plan and 2023 Market Compensation Adjustments](#)

REMARKS FROM TRUSTEES

REMARKS FROM THE PRESIDENT

FUTURE ITEMS

Next meeting date(s):

- April 17, 2023, Board of Trustees Regular Meeting at 6:00 p.m.

ADJOURN

In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990 (ADA), the Village will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs or activities. If you need assistance or reasonable accommodations in participating in this meeting or event due to a disability as defined under the ADA, please call the Village Clerk at 715-359-6114 or clerks@westonwi.gov to discuss your accessibility needs. We ask your request be provided a minimum of 72 hours before the scheduled event or meeting. If a request is made less than 72 hours before the event the Village will make a good faith effort to accommodate your request.

This Notice was posted at the Village Municipal Center, on www.westonwi.gov and transmitted to media partners on March 21, 2023.

SPECIAL BOARD OF TRUSTEES MEETING AGENDA 03/23/2023

Prepared by: Pamela Brehm, Village Clerk

REQUEST FOR CONSIDERATION

Public Mtg/Date:	Board of Trustees, March 23, 2023
Description:	Pay Plan and 2023 Market Compensation Adjustments
From:	Keith Donner, Administrator
Question:	Does the Board of Trustees approve the Pay Plan and 2023 Market Compensation Adjustments recommended by the Human Resources Committee on March 6, 2023?

Background

At the March 20th meeting of the Board of Trustees, one-time bonuses for specified positions were approved as recommended by the Human Resources Committee on March 6th. The HR Committee recommended additional the 2023 market compensation adjustments which were intended to be presented to the Board on March 20th. The formatting of the spreadsheet was mistakenly changed and not discovered until during the meeting. The intention was to display the current 2023 hourly compensation and proposed 2023 market rates. Instead the spreadsheet displayed the 2022 hourly rate and 2022 market rates. The additional hourly compensation and final adjusted hourly compensation were correct. The attached spreadsheet shows the intended information. [The previous information it can be viewed in the meeting packet for the March 20, 2023, meeting of the Board of Trustees.](#) (beginning on page 247). The action by the HR Committee for the compensation adjustments was as follows:

POSSIBLE ACTION ON CLOSED SESSION ITEMS

Human Resource Committee recommends the approval of pay plan and market adjustment for the positions as discussed outside of Directors, Deputy Directors, and Utility Superintendent.

Attached Docs:	Pay Plan with notes. Compensation spreadsheet, dated
Prior Review:	HR Committee on 03/6/2023; Board of Trustees on 03/20/2023
FISCAL IMPACT:	Budget adjustments
Recommendations:	Approve Pay Plan for Pay Grades of K and below and 2023 Market Compensation Adjustments as recommended by the Human Resources Committee. Compensation rate changes to be effective 1 st full payroll of 2023.

Recommended Language for Official Action

Proposed Motion(s) – I recommend approval of the Pay Plan and 2023 Market Compensation Adjustments as recommended by the Human Resources Committee. Compensation rate changes to be effective for 1st full payroll of 2023.

Additional action:

VILLAGE OF WESTON, WISCONSIN
 2023 PAY PLAN
 20-Mar-23

Grade	Position	Minimum	Market AVG	
			Mid-Point	Maximum
T	Administrator	\$ 113,838.40	\$ 130,104.00	\$ 156,124.80
		\$ 54.73	\$ 62.55	\$ 75.06
S		\$ 104,769.60	\$ 119,745.60	\$ 143,686.40
		\$ 50.37	\$ 57.57	\$ 69.08
R	Director of Public Works	\$ 96,428.80	\$ 110,198.40	\$ 132,204.80
		\$ 46.36	\$ 52.98	\$ 63.56
Q		\$ 91,332.80	\$ 104,374.40	\$ 125,236.80
		\$ 43.91	\$ 50.18	\$ 60.21
P	Director of Finance Director of Planning & Development	\$ 86,257.60	\$ 98,592.00	\$ 118,310.40
		\$ 41.47	\$ 47.40	\$ 56.88
O	Director of Technology	\$ 81,161.60	\$ 92,768.00	\$ 111,300.80
		\$ 39.02	\$ 44.60	\$ 53.51
N	Deputy Director of Public Works	\$ 76,107.20	\$ 86,985.60	\$ 104,374.40
		\$ 36.59	\$ 41.82	\$ 50.18
M	Director of Parks & Recreation Utility Superintendent	\$ 70,990.40	\$ 81,161.60	\$ 97,406.40
		\$ 34.13	\$ 39.02	\$ 46.83

Positions in Grades M and above have not been approved pending review of job descriptions and duties

VILLAGE OF WESTON, WISCONSIN

2023 PAY PLAN

20-Mar-23

Grade	Position	Market AVG	
		Minimum	Mid-Point

L	Clerk	\$ 65,457.60	\$ 74,796.80	\$ 89,793.60
	Deputy Director of Finance Economic Development Coordinator Building Inspector/Building Manager	\$ 31.47	\$ 35.96	\$ 43.17

Deputy Director Positions in Grade L have not been approved, pending review of job descriptions and duties

K	Fleet Foreman	\$ 60,840.00	\$ 69,555.20	\$ 83,470.40
	Street Foreman Property/Residential Inspector Public Relations & Employee Resources Assistant Utility Foreman Aquatic Center Manager	\$ 29.25	\$ 33.44	\$ 40.13

J	Utility Technician	\$ 55,764.80	\$ 63,710.40	\$ 76,502.40
	Utility Senior Operator Mechanic Public Works Crew Leader Assistant Planner	\$ 26.81	\$ 30.63	\$ 36.78

I	Arborist/Forester	\$ 50,689.60	\$ 57,948.80	\$ 69,513.60
	Utility Operator Public Works Senior Operator	\$ 24.37	\$ 27.86	\$ 33.42

H	Planning/Development Technician	\$ 47,840.00	\$ 54,662.40	\$ 65,624.00
	Public Works Operator Administrative Support Specialist/Deputy Clerk 3 Utility Clerk Utility Maintainer	\$ 23.00	\$ 26.28	\$ 31.55

VILLAGE OF WESTON, WISCONSIN

2023 PAY PLAN

20-Mar-23

Grade	Position	Minimum	Market AVG	
			Mid-Point	Maximum
G	Public Works Maintainer	\$ 42,536.00	\$ 48,588.80	\$ 58,344.00
	Administrative Support Specialist/Deputy Clerk 2	\$ 20.45	\$ 23.36	\$ 28.05
	Finance Support Specialist			
F	Administrative Support Specialist/Deputy Clerk 1	\$ 37,211.20	\$ 42,515.20	\$ 51,001.60
		\$ 17.89	\$ 20.44	\$ 24.52
E		\$ 34,195.20	\$ 39,104.00	\$ 46,883.20
		\$ 16.44	\$ 18.80	\$ 22.54
D	Seasonal Maintenance Worker	\$ 31,907.20	\$ 36,441.60	\$ 43,721.60
	Office Assistant	\$ 15.34	\$ 17.52	\$ 21.02

Summary of Village of Weston Proposed Additional 2023 Compensation

Update 03/21/2023

Created By: Keith Donner on: 03/21/23

		Current 2023		Recommended 2023 Adjustments		
Years of Service Baseline Date:		12/31/2022				
Position	Years of Service	2023 Hourly	Market (2023 Pay Plan)	Hourly	%	Final Adjusted Rates
		2080				Hourly

Clerk	0	\$33.32	\$ 35.96	\$ 2.64	7.92%	\$ 35.96
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Building Inspector/Manager	6	\$31.51	\$ 35.96	\$ 1.75	5.56%	\$ 33.26
Property/Residential Inspector		\$30.28	\$ 33.44		0.00%	\$ 30.28
Assistant Planner	0	\$25.25	\$ 30.63	-	0.00%	\$ 25.25

Utility Foreman	28	\$32.99	\$ 33.44	\$ 0.50	1.52%	\$ 33.49
Utility Technician	5	\$28.60	\$ 30.63		0.00%	\$ 28.60
Utility Senior Operator	23	\$30.62	\$ 30.63	\$ 0.25	0.82%	\$ 30.87
Utility Senior Operator	20	\$30.62	\$ 30.63	\$ 0.25	0.82%	\$ 30.87
Utility Senior Operator	6	\$29.22	\$ 30.63	\$ 1.10	3.78%	\$ 30.32

Fleet Foreman	3	\$31.50	\$ 33.44	\$ 1.51	4.78%	\$ 33.01
Mechanic	0	\$26.23	\$ 30.63	\$ 0.72	2.76%	\$ 26.95
Public Works Senior Operator	31	\$29.43	\$ 27.86		0.00%	\$ 29.43
Arborist/Forester (Senior Operator)	22	\$29.43	\$ 27.86		0.00%	\$ 29.43
Public Works Senior Operator	18	\$29.43	\$ 27.86		0.00%	\$ 29.43
Public Works Senior Operator	15	\$27.41	\$ 27.86	\$ 0.45	1.64%	\$ 27.86
Public Works Senior Operator	8	\$27.51	\$ 27.86	\$ 0.35	1.27%	\$ 27.86
Public Works Operator	4	\$23.31	\$ 26.28	\$ 1.13	4.85%	\$ 24.44
Public Works Operator	3	\$24.41	\$ 26.28	\$ 0.56	2.28%	\$ 24.97
Public Works Operator	1	\$20.06	\$ 26.28	\$ 3.07	15.29%	\$ 23.13
Public Works Operator	1	\$20.06	\$ 26.28	\$ 3.07	15.29%	\$ 23.13
Public Works Operator	0	\$21.79	\$ 26.28	\$ 1.34	6.13%	\$ 23.13
Public Works Maintainer	Vacant		\$ 26.28			

Public Relations & Employee Resources Assis	17	\$33.85	\$ 33.44		0.00%	\$ 33.85
Planning/Dev Technician	22	\$26.06	\$ 26.28	\$ 0.88	3.37%	\$ 26.94
Utility Clerk	Vacant		\$ 26.28			
Deputy Clerk/Asst. Utility Clerk	7	\$25.24	\$ 26.28	\$ 1.04	4.12%	\$ 26.28
Deputy/Clerk/Admin Support Spec	3	\$18.93	\$ 20.44	-	0.00%	\$ 18.93

Fund Allocation of Proposed Compensation Increases

		Total	PW/Parks	Utilities	Plan Dev	Tech	Admin
General	10	34,637.92	\$ 22,609.27	\$ 42.76	\$ 3,919.86	\$ -	\$6,789.12
Recycling	18	1,285.46	\$ 1,011.84	\$ -	\$ 273.62	\$ -	\$ -
TID #1	21	-	\$ -	\$ -	\$ -	\$ -	\$ -
TID #2	26	-	\$ -	\$ -	\$ -	\$ -	\$ -
Water	60	4,029.29	\$ 152.36	\$ 3,444.29	\$ -	\$ -	\$ 432.64
Sanitary Sewer	61	1,453.11	\$ 131.82	\$ 888.65	\$ -	\$ -	\$ 432.64
Storm Water	63	1,440.09	\$ 1,440.09	\$ -	\$ -	\$ -	\$ -
		42,845.88	\$ 25,345.38	\$ 4,375.70	\$ 4,193.49	\$ -	\$7,654.40