



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

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

Monday, March 06, 2023 @ 6:00 p.m.

1. **Call to Order & Welcome by Chairperson Hartinger.**
The meeting was called to order by Chairperson Hartinger at 6:00 p.m.

2. **Roll Call by Clerk**

<u>Human Resource Member</u>	<u>Present</u>
Hartinger, Jasper	Yes
Weiland, Jamie	Yes
Hackbarth, Linda	Yes
Dirks-Luebbe, Micki	Yes - ZOOM
Hegg, Robin	Yes

3. **Approval of Joint Human Resources Committee and Joint Board of Trustees Meeting Minutes of February 6, 2023**

Motion by Weiland, second by Hegg to approve the meeting minutes from February 6, 2023.

Yes Vote: 5 No Votes: 0 Abstain: 0 Not Voting: 0 Result: Pass

<u>Human Resource Member</u>	<u>Voting</u>
Hartinger, Jasper	Yes
Weiland, Jamie	Yes
Hackbarth, Linda	Yes
Dirks-Luebbe, Micki	Yes
Hegg, Robin	Yes

4. **Public comments**
None.

UNFINISHED BUSINESS

5. **Discussion and Action on Proposed Village Pay Plan**

Motion by Hartinger, second by Hackbarth to take action on the Village Pay Plan after closed session.

Yes Vote: 5 No Votes: 0 Abstain: 0 Not Voting: 0 Result: Pass

<u>Human Resource Member</u>	<u>Voting</u>
Hartinger, Jasper	Yes
Weiland, Jamie	Yes
Hackbarth, Linda	Yes

Dirks-Luebbe, Micki	Yes
Hegg, Robin	Yes

NEW BUSINESS

6. **Utility Clerk, Job Description**

Motion by Hackbarth, second by Hegg to approve the revised Utility Clerk job description.

Yes Vote: 5 No Votes: 0 Abstain: 0 Not Voting: 0 Result: Pass

<u>Human Resource Member</u>	<u>Voting</u>
Hartinger, Jasper	Yes
Weiland, Jamie	Yes
Hackbarth, Linda	Yes
Dirks-Luebbe, Micki	Yes
Hegg, Robin	Yes

7. **Other Current Developments/Changes in Human Resources Matters**

None.

8. **Administrator Succession –**

a. Recruitment Advertisement

b. Discussion/Recommendations on Process

Trustee Cronin and Chairperson Hartinger would like to see the job description revised for the upcoming March 20th Board meeting.

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 to wit – recommended compensation adjustments for employees for retention and competitiveness in current labor market.

Motion by Weiland, second by Hegg to move into Closed Session at 7:12 p.m.

Roll Call by Deputy Clerk Chibeya

<u>Human Resource Member</u>	<u>Present</u>
Hartinger, Jasper	Yes
Weiland, Jamie	Yes
Hackbarth, Linda	Yes
Dirks-Luebbe, Micki	No
Hegg, Robin	Yes

RECONVENE TO OPEN SESSION

Motion by Hackbarth, second by Hegg to reconvene into Open Session at 8:58 p.m.

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.

Human Resource Committee recommends approval of one-time bonuses for Financial Director- \$1500, Clerk- \$2250, Planning & Development Technician- \$1000, and Deputy Clerk/Asst Utility Clerk- \$1500 for additional duties after departure of Utility Clerk.

REMARKS FROM COMMITTEE MEMBERS

None

REMARKS FROM PRESIDENT

None

FUTURE ITEMS

Next meeting date: April 3, 2023, at 5:00 p.m.

ADJOURN

Motion by Hartinger, second by Weiland to adjourn the meeting at 9:02 p.m.

Yes Vote: 4 No Votes: 0 Abstain: 0 Not Voting: 1 Result: Pass

<u>Human Resource Member</u>	<u>Voting</u>
Hartinger, Jasper	Yes
Weiland, Jamie	Yes
Hackbarth, Linda	Yes
Dirks-Luebbe, Micki	----
Hegg, Robin	Yes