



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

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

Monday, April 03, 2023 @ 5:00 p.m.

1. **Call to Order & Welcome by Chairperson Hartinger.**
The meeting was called to order by Chairperson Hartinger at 5:00 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 – arrived at 5:10 p.m.
Hegg, Robin	Yes – arrived at 5:03 p.m.

3. **Approval of Human Resources Committee Meeting Minutes of March 6, 2023**

Motion by Hackbarth, second by Weiland to approve the meeting minutes from March 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

None

NEW BUSINESS

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 – Possible promotion of employee(s) to new position of Crew Leader and recommendation for related compensation increase.

Motion by Weiland, second by Hackbarth to move into Closed Session at 5:28 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	Yes
Hegg, Robin	Yes

RECONVENE TO OPEN SESSION

Motion by Weiland, second by Hackbarth to move into Open Session at 6:18 p.m.

POSSIBLE ACTION ON CLOSED SESSION ITEMS

Human Resource Committee recommends the job positions to be posted internally, employee would need to give permission for Human Resource committee to review performance evaluation, along with director recommendation.

- 5. Public Works/Parks Operations Job Descriptions and Confirmation of Job Classifications**

This will be deferred to the next Human Resources meeting.

- 6. Discussion of Clerk and Finance/Payroll Assistant position to be included in Compensation Review**

Motion by Hartinger, second by Hegg to approve Clerk and Finance/Payroll Assistant position to be included in Compensation Review.

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. **Administrator Successor Recruitment Announcement**

Motion by Hartinger, second by Weiland to recommend the Administrator Recruitment Announcement for approval by the Board of Trustees.

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

8. **Village Strategic Plan**

Hartinger would like to schedule a meeting with Donner to discuss this and will be put on the agenda for the next meeting.

REMARKS FROM COMMITTEE MEMBERS

Hackbarth suggested that we post on social media such as: LinkedIn, Facebook current job openings.

REMARKS FROM PRESIDENT

FUTURE ITEMS

Next meeting date: May 1st, 2023, at 5:00 p.m.
Open House May 13th, 2023, 10 a.m. – 2 p.m.

ADJOURN

Motion by Weiland, second by Hegg to adjourn the meeting at 7:16 p.m.

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