

Trustee Dobbs called the meeting to order at 2:00 p.m., at the Caledonia Village Hall, 5043 Chester Lane.

Present were Committee Members: Trustee Dobbs and Trustee Willing

Staff present: Village Administrator Tom Christensen, HR Director Toni Muise, Village Engineer Anthony Bunkelman, Assistant Highway Superintendent Bill Jacoby and Police Chief Dan Warren.

1. Approval of minutes

Motion by Trustee Willing to approve the minutes of April 17, 2017. Seconded by Trustee Dobbs. Motion carried.

2. Resolution Authorizing Filling The Vacant Assistant Highway Superintendent Position (Resolution 2017-45)

William Jacoby, Assistant Highway Superintendent decided to turn down the Superintendent position. He thanked everyone for considering him but at this point in his career he didn't want the extra responsibility or the demanding hours associated with the position. He will remain in his current position as Assistant Highway Superintendent.

3. Resolution Appointing And Authorizing The Starting Wage For Highway Superintendent William Jacoby (Resolution 2017-46)

Since William Jacoby decided to turn down the position it will need to be posted and advertised.

Motion by Trustee Willing to post/advertise to fill the position for Highway Superintendent. Seconded by Trustee Dobbs. Motion carried.

4. Resolution Authorizing The Reclassification Of The Professional Engineering (PE) Assistant Village Engineer Position (Resolution 2017-47)

Christensen explained that the Village has solicited for this position three times. Applications were received but many were not qualified. The applicants that were interviewed and offered the position accepted other offers. A Professional Engineer (PE) certification is more appropriately compensated at wage scale Grade 10 (\$71,156.80 - \$85,085.07).

Motion by Trustee Willing to recommend the Village Board approve Resolution 2017-47. Seconded by Trustee Dobbs. Motion carried.

5. Resolution Authorizing The Reclassification Of The Sergeant Position (Resolution 2017-48)

Christensen explained that the investigators (union employees) will be making more than the Sergeants. To keep the position more competitive, it is suggested to move them up to the midpoint of wage scale Grade 9 from their current Grade 8. There are adequate funds

in the Police Dept. to cover the increase of \$31,000 in wages which has been calculated annually.

Trustee Willing to recommend the Village Board approve Resolution 2017-48. Seconded by Trustee Dobbs. Motion carried.

6. Approve Building Inspector Job Description

Plumbing certification has been included to the job description. The current Building Inspector will be given an opportunity to obtain this certification. The Village will pay for the class. Other things were added to the job description, and will be added to all job descriptions, such as to have and maintain a valid driver's license and required background checks.

Trustee Willing to recommend the Village Board approve the Revised Building Inspector Job Description as presented. Seconded by Trustee. Motion carried.

7. Adjournment

Motion by Trustee Willing to adjourn. Seconded by Trustee Dobbs. Motion carried.

Meeting adjourned at 2:23 p.m.

Respectfully submitted,

Karie Torkilsen
Village Clerk