

NOTICE OF PERSONNEL COMMITTEE MEETING

**Tuesday, February 21, 2023 at 4:15 p.m.
Caledonia Village Hall - 5043 Chester Lane**

1. Call to Order
2. Approval of Minutes
3. Building Inspector Resignation & Thoughts on Recruitment
4. Utility District Operator in Training Step Incentive Structure & Utility Operator Step Incentive Structure
5. Restructuring Of Human Resource Manager Position to Assistant Village Attorney/Human Resources
6. The Personnel Committee reserves the right to go into CLOSED SESSION pursuant to Wis. Stat. Sec. 19.85(1) (c) and (e) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility and deliberating or negotiating, and conducting other specified public business, whenever competitive or bargaining reasons require a closed session; specifically as it relates to: Engineering Technician.
7. The Personnel Committee reserves the right to RECONVENE INTO OPEN SESSION to take possible action on the item(s) discussed during the CLOSED SESSION and to move on to the remaining item(s) on this agenda.
8. Adjournment.

Dated February 17, 2023

Joslyn Hoeffert
Village Clerk

Only committee members are expected to attend. However, attendance by all Board members (including non-members of the committee) is permitted. If additional (non-committee) Board members attend, three or more Board members may be in attendance. Section 19.82(2), Wisconsin Statutes, states as follows: If one-half or more of the members of a governmental body are present, the meeting is rebuttably presumed to be for the purposes of exercising the responsibilities, authority, power or duties delegated to or vested in the body. To the extent that three or more members of the Caledonia Village Board actually attend, this meeting may be rebuttably presumed to be a "meeting" within the meaning of Wisconsin's open meeting law. Nevertheless, only the committee's agenda will be discussed. Only committee members will vote. Board members who attend the committee meeting do so for the purpose of gathering information and possible discussion regarding the agenda. No votes or other action will be taken by the Village Board at this meeting.

1. Call to Order

Trustee Stillman called the meeting to order at 5:01 p.m. at the Caledonia Village Hall, 5043 Chester Lane

Committee Members: Trustee Stillman and Trustee Folk. Trustee Weatherston, President Dobbs, Trustee Wishau, Trustee McManus, and Trustee Martin were also present.

Absent: None.

Staff present: Public Services Director Anthony Bunkelman, Police Chief Christopher Botsch, Fire Chief Jeff Henningfeld, Finance Director Wayne Krueger, HR Manager Michelle Tucker, and Administrator Kathy Kasper.

2. Approval of Minutes

Motion by Trustee Folk to approve the minutes as printed. Seconded by Trustee Stillman. Motion carried unanimously.

3. Utility Operator's On-Call Policy

Bunkelman explained how this policy was formed. The Board further discussed how this would be communicated to the district.

Motion by Trustee Folk to revise the policy to seven hours and forward to the Finance Committee and Village Board for approval. Seconded by Trustee Stillman. Motion carried unanimously.

4. Resolution 2022-127 – A Resolution Adopting the Caledonia 2023 Revised Salary Compensation Schedule Increasing Maximum for Paygrades 22 – 24

Tucker explained that the change is based on the market.

Motion by Trustee Folk to recommend approval of Resolution 2022-127 – A Resolution Adopting the Caledonia 2023 Revised Salary Compensation Schedule Increasing Maximum for Paygrades 22 – 24, with minor edits to remove pay grade 23 and adjust the increase to 5%. Seconded by Trustee Stillman. Motion carried unanimously.

5. Adjournment

Motion by Trustee Folk to adjourn. Seconded by Trustee Stillman. Motion carried unanimously.

Meeting adjourned at 5:55 p.m.

Respectfully submitted,
Joslyn Hoeffert
Village Clerk