

VILLAGE OF FONTANA ON GENEVA LAKE
WALWORTH COUNTY, WISCONSIN
(Official Minutes)
Human Resources Committee Meeting
May 31, 2019

The Human Resources Committee meeting was called to order by Chairman Pat Kenny at 10:07 am on Friday, May 31, 2019 in the Village Hall.

Members Present: President Pat Kenny, Trustee McGreevy

Members Absent: Trustee Prudden

Also Present: Jeff Cates, Kevin Day, Theresa Loomer

Closed Session

Trustee McGreevy/President Kenny 2nd made a MOTION at 9:08 am to go into Closed Session pursuant to Wis. Stats. Chapter 19.85(1)(c), “considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility,” specifically Performance Reviews and Compensation Recommendations for Police Chief Jeff Cates, Administrative Assistant Stephanie Klug, Deputy Clerk/Treasurer Julie Olson, DPW Street Foreman Ron Adams, and DPW Mechanic Jim Hoover.”

The Roll Call Vote was as follows:

President Kenny – Aye

Trustee McGreevy – Aye

The MOTION carried on a 2-0 vote with Trustee Prudden absent.

Adjournment Closed Session

Trustee McGreevy/President Kenny 2nd made a MOTION at 10:40 am to adjourn the closed session and reconvene in open session, and the MOTION carried without negative vote.

Open Session Business

Approval of Minutes for March 29, 2019

Trustee McGreevy/President Kenny 2nd made a MOTION to approve the minutes from the March 29, 2019 meeting, and the MOTION carried without negative vote.

Performance Evaluation System Proposal

Loomer stated she has been working with HR Consultant Al Kaminski to develop the first of a three part system. The performance evaluation system policy measures performance and can be used as a factor in making personnel decisions related to merit increases, promotion, reassignment, discipline, demotion and termination. It is also a way to create an objective, documented work history. The remaining two pieces of the system will be presented over the following months and will be introduced to the Board at one time.

Performance Reviews and Compensation Recommendations for Police Chief Jeff Cates, Administrative Assistant Stephanie Klug, Deputy Clerk/Treasurer Julie Olson, DPW Street Foreman Ron Adams, and DPW Mechanic Jim Hoover.

This item was discussed in closed session.

Trustee McGreevy/President Kenny 2nd made a MOTION to accept the annual reviews and recommend Village Board approval of the following wage increases: Police Chief Jeff Cates to \$82,500 per year, Administrative Assistant Stephanie Klug to \$23.11 per hour, Deputy Clerk/Treasurer Julie Olson to \$25.43 per hour, DPW Street Foreman Ron Adams to \$69,525 per year and DPW Mechanic Jim Hoover to \$58,448 per year. The MOTION carried without negative vote.

Set Next Meeting Date

The next meeting date was set for Thursday, July 11, 2019 at 5:45 pm.

Adjournment

President Kenny/Trustee McGreevy 2nd made a MOTION to adjourn the meeting at 10:40 am, and the MOTION carried without negative vote.

Minutes prepared by: Theresa Loomer, Village Administrator/Clerk

Note: These minutes are subject to further editing. Once approved by the Human Resources Committee, the official minutes will be kept on file at the Village Hall.

APPROVED: 06/28/19