

VILLAGE OF FONTANA ON GENEVA LAKE
WALWORTH COUNTY, WISCONSIN
(Official Minutes)
Human Resources Committee Meeting
June 28, 2019

The Human Resources Committee meeting was called to order by Chairman Pat Kenny at 9:00 am on Friday, June 28, 2019 in the Village Hall.

Members Present: President Pat Kenny, Trustee McGreevy

Members Absent: Trustee Prudden

Also Present: Theresa Loomer

Closed Session

Trustee McGreevy/President Kenny 2nd made a MOTION at 9:00 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 Hiring Recommendation for Deputy Clerk/Treasurer Position and Performance Review for Public Works Director Kevin Day.”

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 9:06 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 May 31, 2019

Trustee McGreevy/President Kenny 2nd made a MOTION to approve the minutes from the May 31, 2019 meeting, and the MOTION carried without negative vote.

Hiring Recommendation for Deputy Clerk/Treasurer Position

This item was discussed in closed session.

Trustee McGreevy/President Kenny 2nd made a MOTION to recommend Village Board approval to hire Stephanie Smith for the Deputy Clerk/Treasurer I position, for a starting salary of \$40,000 with an increase to \$42,500 after completion of the six month probationary period and an increase to \$45,000 after the completion of one year. The MOTION carried without negative vote.

Performance Review for Public Works Director Kevin Day

This item was discussed in closed session.

Trustee McGreevy/President Kenny 2nd made a MOTION to recommend Village Board approval of the contractual pay increase to \$80,000 for the successful completion of Kevin Day’s first year as Public Works Director. The MOTION carried without negative vote.

Employee Handbook Update

Loomer presented an update on the employee handbook and will complete a comparison of policy changes for the August Village Board meeting.

Set Next Meeting Date

The meeting date was originally scheduled for Thursday, July 11, 2019 at 5:45 pm but due to that meeting date being less than two weeks away, the next meeting date was rescheduled for Friday, July 26, 2019 at 9:00 am.

Adjournment

President Kenny/Trustee McGreevy 2nd made a MOTION to adjourn the meeting at 9:07 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: