

MINUTES
PERSONNEL COMMITTEE MEETING
Thursday, January 18, 2024 at 6:30 PM
Personnel Committee Meeting

1. Call to Order and Roll Call

The meeting was called to order at 6:30 PM by Pres. Heckendorf.

Members Present: Pres. Heckendorf, Tr. Emmrich, Tr. Kruepke.

Members Excused: None

Members Absent: None

Staff Present: Administrator Jen Keller, Building Inspector Collin Johnson, Treasurer Darlene Smith, and Clerk Anastasia Gonstead.

Trustees Present in Audience: None

2. Approval of Minutes for the Personnel Committee Meeting of December 12, 2023

The motion to approve the minutes for the Personnel Committee meeting of December 12, 2023, was made by Tr. Emmrich and seconded by Tr Kruepke.

Vote: 3 ayes, 0 nays. Motion carried.

3. Intergovernmental Agreement for Building Inspection Services - City of Hartford

Administrator Keller explained the desire to share Building Inspector Services with the City of Hartford. She provided background for the reasoning this option is being sought, including cost savings and difficulty in hiring a part-time individual. She provided an overview of the draft contract provided in the agenda packet. Tr. Emmrich expressed concerns regarding hours vs. paying into the retirement system, to be cognizant of those additional costs to the village. Pres. Heckendorf inquired about Hartford's current arrangement with their building inspector. Director Johnson explained. Discussion was had on what is constituted in the administration fee the village would receive.

The motion to recommend the Village Board approve the intergovernmental agreement for building inspection services with the City of Hartford was made by Tr. Kruepke and seconded by Pres. Heckendorf.

Discussion: Clarification was provided on the administration fee. Administrator Keller provided an overview as well as the benefits of being the employer in this proposed arrangement.

Vote: 3 ayes, 0 nays. Motion carried.

4. Citizens/Village Staff to Address the Personnel Committee

None.

5. Adjourn

A motion to adjourn the meeting was made by Tr. Kruepke and seconded by Tr. Emmrich.

Vote: 3 ayes, 0 nays. Motion carried. The meeting was adjourned at 6:38 PM.

Respectfully Submitted,
Anastasia Gonstead - Village Clerk