

APPROVED MINUTES
Personnel Committee Meeting
Tuesday, July 12, 2022 at 6:00 p.m.
Jackson Municipal Complex
Village Board Room
N168W19851 Main Street
Jackson, WI 53037

1. Call to Order and Roll Call

Pres. Schwab called the meeting to order at 6:00 p.m.

Members Present: Trustees Emmrich and Kruepke

Staff Present: Administrator Jen Keller, Treasurer Darlene Smith, Fire Chief Aaron Swaney and Police Chief Ryan Vossekuil

2. Approval of Minutes for the Personnel Committee Meeting of May 10, 2022

Motion by Tr. Emmrich, second by President Schwab to approve the Personnel Committee minutes of May 10, 2022.

Vote: 3 ayes, 0 nays. Motion carried.

3. Jackson Fire and EMS Study Update – Public Administration Associates

Administrator Keller and Chief Swaney provided timeline information regarding the organizational study underway with PAA. Trustee Emmrich shared concern for the vacant paramedic/firefighter role.

4. Review of Proposed Jackson Police Department Fitness Incentive Program

Administrator Keller and Chief Vossekuil provided the draft agreement as approved by the Jackson WPPA membership.

Motion by President Schwab, second by Tr. Emmrich to recommend Budget and Finance approval the side letter agreement as presented.

Vote: 3 ayes, 0 nays. Motion carried.

5. Review of 2023 Village Employee Wages

Administrator Keller introduced the item. Trustee Emmrich stated individual positions should be reviewed prior to making any decisions. Then, an annual percentage should be considered village wide. Trustee Kruepke agreed with the preference to review individual wages compared to other communities. President Schwab stated other factors to consider include employee satisfaction and competitive wages comparing to other communities.

It was the preference of the committee that Staff review individual wages and compare to neighboring communities prior to recommending the establishment of a 2023 adjusted wage for non-represented Village employees.

6. Closed session pursuant to Wis. Stats. 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" and 19.85(1)(e) "deliberating or negotiating the

purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.” The closed session is for the following purposes:

- **Review the proposal for engaging in collective bargaining with the police association, where members of this Committee may be involved in collective bargaining negotiations.**
- **Review data and discuss 2023 wages for Village Employees.**

The body decided there would be no need to discuss the Police Department fitness incentive program.

Motion by President Schwab second by Trustee Tr. Kruepke to convene into closed session at 6:18 p.m. to include the Personnel Committee, Village Administrator Keller, and Village Treasurer Smith.

Roll Call Vote: 3 ayes, 0 nays. Motion carried.

7. Reconvene into Open Session

Motion by President Schwab, second by Trustee Kruepke to reconvene into Open Session at 6:38 p.m.

Vote: 3 ayes, 0 nays. Motion carried.

8. Possible action related to the closed session, including recommending approval of the proposed Physical Fitness Incentive Program, and recommending approval of 2023 wages for Village Employees.

No action was taken.

9. Adjourn

Motion by Pres. Schwab, second by Tr. Emmrich to adjourn at 6:39 p.m.

Vote: 3 ayes, 0 nays. Motion carried.

Respectfully submitted:

Jen Keller
Village Administrator