

VILLAGE OF MCFARLAND

Personnel Committee Minutes

Monday, November 6, 2023 - 11:30 AM

1. CALL TO ORDER, ROLL CALL.

Village Trustee Luke Fessler called the regular meeting of the Personnel Committee to order at 11:31 AM in Conference Room A of the McFarland Municipal Center.

Members present: Luke Fessler, TJ Jerke, Edward Wreh

Members not present:

Staff Present: Matt Schuenke, Cassandra Suettinger, Andrea Anderson

2. PUBLIC APPEARANCES.

a. This is an opportunity for members of the public to address the Personnel Committee for items that are not on the agenda. Please remember this is a hybrid meeting conducted in person and through the Zoom online meeting platform. Meeting attendees wishing to address the Committee about items not on the agenda may do so at this time. Zoom attendees should type their name and address in the Question and Answer feature within the Zoom online meeting platform at this time. Members of the public who are present in person and wish to address the Committee should fill out a public comment form and turn into the meeting chairperson. When you are called upon to speak, state your name, address, and provide your comments to the Committee for their consideration. Please adhere to the 3-minute time limit. Additionally, you may send your public comments to village.clerk@mcfarland.wi.us to be included as part of the meeting.

Members of the public may also speak during their selected agenda item as they designate on the public comment form or in the Question and Answer feature on Zoom.

No public present.

3. APPROVAL OF MINUTES.

a. Motion to approve the minutes of the October 16, 2023 meeting.

Motion by Village Trustee Luke Fessler, second by Village Trustee Edward Wreh, to approve the minutes of the October 16, 2023 meeting. Motion carries 2 - 0 - 0 by acclamation. Village Trustee TJ Jerke was not present for this vote.

4. BUSINESS.

a. Discussion and recommendation on reorganization of the Communication & Technology Department.

Discussion only, no action was taken. Staff will bring back the formal organizational charts, job descriptions and classification recommendations to the November 27, 2023 Personnel Committee meeting.

b. Discussion and recommendation on updates to Chapter 14 of the Village Personnel Policy Manual regarding night shift differential.

Motion by Village Trustee Luke Fessler, second by Village Trustee Edward Wreh, to recommend approval of updates to Chapter 14 of the Village Personnel Policy Manual

regarding night shift differential. Motion carries 3 - 0 - 0 by acclamation.

5. SCHEDULE NEXT MEETING DATE.

November 27, 2023 at 11:30 am.

6. ADJOURNMENT.

Motion by Village Trustee Edward Wreh, second by Village Trustee TJ Jerke, to adjourn at 12:45 pm.

Pursuant to law, written notice of this meeting was given to the public and posted on the public bulletin board in accordance with Open Meetings Law.

Respectfully submitted,
Andrea Anderson
Human Resources Generalist