

**VILLAGE OF FONTANA ON GENEVA LAKE**  
**WALWORTH COUNTY, WISCONSIN**  
**(Official Minutes)**  
**Human Resources Committee Meeting**  
June 3, 2016

The Human Resources Committee meeting was called to order by Chairman Pat Kenny at 3:38 Pm on Friday, June 3, 2016 in the Village Hall Conference Room.

**Members Present:** Village President Pat Kenny, Trustee Dave Prudden

**Member Absent:** Trustee Tom McGreevy

**Also Present:** Clerk Theresa Loomer, Administrator Dennis Martin, Bridget McCarthy

**Closed Session**

Trustee Prudden/President Kenny 2<sup>nd</sup> made a MOTION at 3:43 pm 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 Stephanie Klug Employment Agreement, Bridget McCarthy Six-Month Review, Julie Olson 20-Year Pay Raise, Dennis Barr Retirement Agreement and Pay Adjustment for Utility Supervisor Position, and the Roll Call vote was as follows:

President Kenny – Aye

Trustee Prudden – Aye

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

Trustee Prudden/President Kenny 2<sup>nd</sup> made a MOTION at 3:57 pm to adjourn the Closed Session and convene in Open Session, and the MOTION carried without negative vote.

**General Business**

**Stephanie Klug Employment Agreement**

Martin presented the drafted Police Department/Village Hall Administrative Assistant Employment Agreement for Stephanie Klug which will be reformatted and presented to the Village Board at the next monthly meeting. Klug will be under the new sick time policy adopted in 2014, which includes the provision that accumulated and unused sick and vacation time will not be "bought out" upon retirement or resignation.

Trustee Prudden/President Kenny 2<sup>nd</sup> made a MOTION to recommend Village Board approval of the Police Department/Village Hall Administrative Assistant Employment Agreement for Stephanie Klug, and the MOTION carried without negative vote.

**Bridget McCarthy Six-Month Review**

Martin stated that he has to complete the employee review form with McCarthy for her 6-month review; however, he stated that it will be very positive as McCarthy has done a great job. The terms of McCarthy's employment agreement call for a raise of \$2,500 after a six-month performance review. Prudden and Kenny said McCarthy has been well tested and is doing a great job and they thanked her for her service.

Trustee Prudden/President Kenny 2<sup>nd</sup> made a MOTION to recommend Village Board approval of Bridget McCarthy's Six-month employment review and \$2,500 salary increase, and the MOTION carried without negative vote.

**Julie Olson 20-Year Pay Raise**

Martin stated Julie Olson reached her 20-year employment anniversary on June 3, 2016. Olson started under the union contract as the Utility Clerk and the contract calls for a 4 percent raise upon the beginning of the 20<sup>th</sup> year of employment and she is recommended for the pay increase.

Trustee Prudden/President Kenny 2<sup>nd</sup> made a MOTION to recommend Village Board approval of a 4 percent raise for Deputy Clerk/Treasurer Julie Olson upon reaching 20-years of employment, and the MOTION carried without negative vote.

**Dennis Barr Retirement Agreement and Pay Adjustment for Utility Supervisor Position**

This item was discussed in closed session.

Trustee Prudden/President Kenny 2<sup>nd</sup> made a MOTION to pay Dennis Barr half of the \$12,000 lump sum the Village Board previously approved as compensation for the Utility Department supervisor duties for the period from January 1, 2016 through June 30, 2016, with the condition that Barr meets with the Administrator and Human Resources Committee to finalize the draft of his proposed consultation/retirement agreement that will take effect upon his retirement. The MOTION carried without negative vote.

**WPPA Union Contract Renewal Update**

Martin provided an update in the closed session on the meeting he had with the new WPPA Union representative Officer Derrick Goetsch, who recently took over from Officer Mark Chalchoff.

**Adjournment**

Trustee Prudden/President Kenny 2<sup>nd</sup> made a MOTION to adjourn the meeting at 3:57 pm, and the MOTION carried without negative vote.

Minutes prepared by: Theresa Loomer, Village 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: 9/9/2016