

PERSONNEL MEETING MINUTES

Monday, May 15, 2023 @ 6:00 p.m.
Webster Village Office
7505 Main Street West, Webster, WI



VILLAGE OF WEBSTER

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- I. **CALL TO ORDER** – Personnel Chairman, Ed Dedman called the meeting to order at 6:00 p.m.
 - II. **PRESENT** – Village President, Bill Summer; Chairman, Ed Dedman and Trustees, Tim Maloney; Matt Stuart and Charlie Weis. Others Present: Police Chief, Stephenie Wedin. Absent: None
 - III. **PUBLIC NOTICE OF AGENDA** – Motion made by Trustee, Weis to approve the agenda as presented; seconded by President, Summer. **Motion carried 5-0.**
 - IV. **MOTION TO GO INTO CLOSED SESSION PER WIS. STAT. § 19.85(1) (c)** – Motion made to go into closed session to discuss Full-Time Police Officer Replacement, Part-Time Office Assistant, Part-Time Public Works Employee, Public Works Director Retirement was made by President, Summer; seconded by Trustee, Stuart. **Motion carried 5-0.**
 1. Motion made by Trustee, Maloney to hire Tanner Pardun as a Part-Time Police Officer; seconded by Trustee, Weis. **Motion carried 5-0.**
 2. Motion made by President, Summer to hire a Part-Time Clerk; seconded by Trustee, Stuart. Part-Time Clerk will work 8 hours on Fridays and 2-4 hours days during the week. Wage will be \$16/hour (salary will come from General Fund unless other funds are available). **Motion carried 5-0.**
 3. Discussed any needs for salary adjustment for Part-Time Public Works Employee and no action is needed at this time.
 4. Discussed actions needed in preparation for the Public Works Director retirement on October 19, 2023.
 - V. **MOTION TO RECONVENE INTO OPEN SESSION PER WIS. STAT. § 19.85(2)** – Motion to reconvene into open session was made by Trustee, Weis; seconded by President, Summer. **Motion carried 5-0.**
 - VI. **ADJOURNMENT.** Motion was made by President, Summer to adjourn the Personnel Committee Meeting at 6:55 p.m., seconded by Trustee, Stuart. **Motion carried 5-0.**

Respectfully submitted,

Ed Dedman

Personnel Committee Chairman

May 15, 2023

***These minutes are subject to approval at next month's Regular Meeting.