

SPECIAL PERSONNEL & FINANCE COMMITTEE
December 18, 2014



Chair John Swisher called the meeting to order at 5:30 p.m. In attendance: Trustees: Tim Semo, John Swisher and Kelly Wollschlager. Also in attendance: Administrator Mark Johnsrud and Chief Jim Wolf. Steve Wollin and Kyle Ellefson arrived at 5:50 p.m.

Statement of Public Notice – This meeting was posted and noticed according to law.

Approve Minutes of Special Meeting of November 17, 2014.

A Semo/Wollschlager motion carried 3-0 to approve November 17, 2014 minutes.

Resolution 111-14 Development Agreement – JeffAnn, LLC – 425 Wright Road

Johnsrud stated that the development agreement has been reviewed by Attorney Hammes and is consistent with the approved terms agreement.

A Semo/Wollschlager motion carried 3-0 to approve Resolution 111-14 Development Agreement JeffAnn, LLC – 425 Wright Rd (Taco Bell).

Resolution 112-14 Sewer Utility- Main Lift Station Pump

Johnsrud indicated that one pump has failed and that MSA has reviewed the application and recommends approval of the pump replacement.

John Swisher asked if the pump could be replaced in 2015. Johnsrud informed the committee that L.W. Allen is expecting a price increase of approximately 3% on January 1st.

A Semo/Wollschlager motion carried 3-0 to approve Resolution 112-14 Sewer Utility- Main Lift Station Pump.

Resolution 113-14 Sewer Utility – Grell Lane Lift Station Pump

Johnsrud reviewed the recommendation of MSA to replace the Grell Lane Lift Station Pump. The pump failed earlier this month.

A Wollschlager/Swisher motion carried 3-0 to approve Resolution 113-14 Sewer Utility – Grell Lane Lift Station Pump.

Resolution 114-14 Addendum Contract for Fire Protection –Town of Aztalan

Johnsrud indicated that the Town of Aztalan has passed a motion to request an addendum to the contract for fire protection. Johnsrud and Chief Wolf attended the November Aztalan Town Board meeting to answer questions regarding the Contract for Fire Protection.

Johnsrud stated that Aztalan is requesting that the Johnson Creek Fire Department provide EMS services to the revised area identified in Exhibit B as of January 1, 2015 and both Fire and EMS as of January 1, 2016.

Mike Burrows, Town of Aztalan supervisor has requested that the date be changed in Section 4 of the Addendum to March 31, 2015.

A Swisher/Wollschlager motion to approve with the requested amendment change to March 31, 2015 carried 3-0 to approve Resolution 114-14 Addendum Contract for Fire Protection –Town of Aztalan.

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Review and Discussion of Use of Employee Performance Evaluation Form

Johnsrud reviewed the performance evaluation form as approved within the Personnel Policy Manual.

Swisher presented performance evaluation forms from Jefferson and Fort Atkinson for comparison.

Wollschlager said the forms may all be slightly different however the terms of performance are all basically the same and recommended that the Village approved performance evaluation form be used.

Swisher stated the Village approved form is fine for department heads but the Village Administrator performance evaluation should include input from department heads and citizens.

Semo disagreed stating that it is unfair to permit persons to provide performance evaluations of the Village Administrator when the Village Board should really step up and provide that input.

Johnsrud said that the type of form used should not be the emphasis of discussion. The focus should be on the input provided to the employee regardless of the form.

A Semo/Wollschlager motion carried unanimously to recommend using the approved Employee Performance Evaluation Form and begin the annual Village Administrator Performance Evaluation at a Committee of the Whole meeting on January 13th at 5:30 p.m.

Adjourn

A Semo/Wollschlager motion carried to adjourn at 7:06 p.m.

John Swisher, Chair
Personnel & Finance

Disclaimer: These minutes are uncorrected; any corrections made thereto will be so noted in the proceedings at which these minutes are approved.