

**Personnel Committee**  
**January 10, 2018**

Present were Committee Members: Trustee Willing and Trustee Prott. Also Present: Trustee Benkowski, and Chief Roeder.

**1. Call to order**

Trustee Willing called the meeting to order at 5:30 p.m., at the Caledonia Village Hall, 5043 Chester Lane.

**2. Approval of minutes**

Motion by Trustee Prott to approve the minutes of December 4, 2017 and December 11, 2017. Seconded by Trustee Willing. Motion carried unanimously.

**3. Resolution 2018-03 – Resolution Authorizing The Starting Wage For Battalion Chief Jason Schuls**

Chief Roeder emphasized the 10% increase was due to promotion, and is determined by Union contract. Committee members agreed that the Resolution doesn't need expressed authorization from the Board, but are happy to formalize the promotion.

Motion by Trustee Prott to pass Resolution 2018-03 Authorizing the Starting Wage for Battalion Chief Jason Schuls. Seconded by Trustee Willing. Motion carried unanimously.

**4. The Personnel Committee will take up a motion to go into CLOSED SESSION pursuant to Sec. 19.85(1)(c), WI Stats., to consider performance evaluation data for the Village Administrator.**

Closed session began at 5:40 pm

Motion by Trustee Prott to go into CLOSED SESSION. Seconded by Trustee Willing. Motion carried unanimously.

Chief Roeder departed, and Trustee Benkowski remained to participate in discussion of performance review.

**5. The Personnel Committee reserves the right to RECONVENE INTO OPEN SESSION take possible action on the items discussed during the CLOSED SESSION and to move to the remaining item(s) on this agenda.**

Motion by Trustee Prott to reconvene into OPEN SESSION. Seconded by Trustee Willing. Motion carried unanimously.

Motion by Trustee Prott to recommend 2018 review of 2017 performance, send a draft to Village Board and Attorney Tim Pruitt for review, and for drafting new contract language and a Resolution to prescribe a new total salary of 105k, divided as 5,000 deferred compensation and \$100k base. Seconded by Trustee Willing. Motion carried unanimously.

**6. Adjournment**

Motion by Trustee Prott to adjourn. Seconded by Trustee Willing. Motion carried unanimously.

Meeting adjourned at 6:10 p.m.

Respectfully submitted,

Joslyn Hoeffert  
Deputy Clerk