

VILLAGE OF ELM GROVE

13600 Juneau Boulevard
Elm Grove, WI 53122

ADMINISTRATIVE AND PERSONNEL COMMITTEE
Monday, January 11, 2016 * 7:30 AM * Park View Room

AGENDA

1. Call meeting to order

2. Review and act on November 9, 2015 minutes

Documents: [AP110915md.pdf](#)

3. Discussion and possible action regarding payroll

4. Discussion and possible action regarding maintenance person position

5. Closed session

Convene into closed session as permitted under Wisconsin §19.85(1)(c) to consider employment, compensation data, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility specifically the Maintenance Position and one Public Works person.

6. Adjourn

Any person who has a qualifying disability as defined by the Americans with Disabilities Act who requires that the meeting or materials for the meeting has to be in an accessible location or format must contact the Village Clerk, Mary S. Stredni, at 262-782-6700 or 13600 Juneau Boulevard by 3:00 PM Friday prior to the meeting so that any necessary arrangements can be made to accommodate your request.

NOTICE: It is possible that members of, and possibly a quorum of, other governmental bodies of the Village may be in attendance at the above stated meeting to gather information. No action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to in the above notice.

**VILLAGE OF ELM GROVE
ADMINISTRATIVE AND PERSONNEL COMMITTEE
November 9, 2015**

Present: Chairperson Michalski, President Palmer, Trustees Haas, and Kujawa. Trustee Kressin excused.
Also Present: Village Manager David De Angelis, Village Clerk Mary S Stredni, Finance Director Monica Hughes,
and Casey Griffiths Planning/Zoning Administrator

1. **Call to Order**
Chairman Michalski brought the meeting to order at 7:30 a.m.
2. **Minutes**
Trustee Haas and President Palmer moved and seconded to approve the April 20, 2015 minutes. Motion carried.
3. **Review and act on creation of Assessor 1 Position**
De Angelis reviewed the job description and need for position. Trustees Haas and Kujawa moved and seconded to recommend approval to the Board of Trustees. Motion carried.
4. **Discussion and possible action regarding health insurance**
De Angelis reported that the WEA Trust gave a quote of \$110,000 over the current health insurance company. The consensus was to stay with the current health insurance carrier, which is budgeted for.
5. **Closed Session**
By roll call vote at 7:40 a.m. the Committee went into closed session as permitted under Wisconsin §19.85(1)(c) to consider employment and compensation data over which the governmental body has jurisdiction and exercises responsibility more specifically, wages and benefits for non-represented employees.
6. **Adjourn**
The Committee went back into open session and Trustees Kujawa and Haas moved and seconded to adjourn at 7:48 p.m. Motion carried.

Respectfully submitted,

Mary S Stredni, Village Clerk