

VILLAGE OF PORT EDWARDS

Port Edwards, Wisconsin

COMMITTEE: Finance & Human Relations

DATE: 2 February 2023

TO: JOSEPH ZURFLUH

cc: BETSY MANCL

SUE MITCHELL

TIARA GRUNDEN

SCOTT DREW

CALEB MCGREGOR

ERIK SAYLOR

DAILY TRIBUNE

WFHR/WGLX

NICK ABTS

RAYMOND BOSSERT

JASON WORDEN

DIANE TREMMEL

LONN RADTKE

Purpose of Meeting: Regular Monthly Meeting

Attendance: R. Bossert, D. Tremmel, B. Mancl, S. Mitchell, L. Radtke

Absent: J. Zurfluh

Citizens: Ben Martinson, T. Grunden (Via ZOOM)

Subjects discussed, Action, Taken & Board Action Required:

Regular Monthly Meeting

- **Call to Order:** meeting called to order by Mancl-Chairman at 4:29 pm
- **Roll Call:** all present from above.
- **Approve the agenda & previous month's minutes from 4 November, 2022: MOTION**
(Mitchel/Radtke) to approve agenda. **Motion carried.**
- **Public Comments on agenda items:** None
- **Committee Chairman's comments:** None
- **Discussion then MOTION to approve the monthly bills, journal entries for previous month and financial report:** No discussion. (Mitchell/Radtke) **Motion to approve carried.**
- **Old Business:**
 - -Discussion on Village Employee satisfaction survey, draft questions presented by the Administrator. Discussion on the focus of the survey. Is it about Job satisfaction or pay and benefits satisfaction? Request to add a range of answers, not just YES or NO. Also add a comment block to every question. Will review

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the questions and take any input from staff or trustee's and present a new survey next month.

- **PAA Payroll survey analysis.** A presentation showing the 2 page PAA pay survey was presented and it was made clear that the Village has completed over 90% of the pay adjustment recommendations by the PAA. The report is now 'stale' and over 3 years old and the staff will craft a new pay survey for discussion. The administrator requested some general guidance on the concerned areas on pay and what the consensus of the board would be in raising---- the hourly rate?, the benefits?, etc.... this would help in crafting a report.

Trustee Radtke mentioned that employee recognition should be rekindled and would be supportive of different measures to do so, plaques, recognize work anniversaries, cards, etc...

The Administrator will present an updated complete staff analysis and include some options to recognize performance- step increases, years of service increases, etc...

- **New Business:**
- **Correspondence received:** None
- **Future Agenda items for next meeting:** Employee survey presentation, payroll review for increases, Boundary agreement and financial impacts.
- **Next Meeting date:** *March 9, 2023 at 4:30 pm*
- **Adjourn:** adjourned at 5:25 by Mancl

Betsy Mancl- Committee Chairman