

Village of Germantown Hills

Personnel Committee Meeting Minutes

August 18, 2022 5:00 p.m.

1. **Call to Order/Roll Call**-Nathan Henricks called the personnel committee meeting to order at 5:00 p.m. and roll call was taken.

Village President/Trustees	Roll Call	1	2	3	4	5	6	7	8
Nathan Henricks, Chairperson	Present	Y	Y	Y	Y				
Jeff DeGroot	Present	Y	Y	Y	Y				
Todd Rice	Absent	-	-	Y	Y				
Stephanie Chaon	Present	Y	Y	Y	Y				
Heather Armistead	Present	Y	Y	Y	Y				

Rich Brecklin, Superintendent of Public Works

Tom Eckstein, Village Trustee

Bill Streeter, Village Attorney

2. **Personnel Committee Minutes Approval**

- a. **March 10, 2022 Personnel Committee Minutes**- A motion was made by Jeff DeGroot to approve the March 10, 2022 personnel committee meeting minutes. The motion was seconded by Stephanie Chaon. **Motion passed #1.**

3. **Discussion and recommendation to the finance committee on the employment compensation for FY 22-23**

Nathan Henricks stated that Rich Brecklin, Ann Sasso, Jeff DeGroot and himself had met with staff for their employee reviews. Nathan noted the reviews went well and they received a lot of good feedback. Employees had some requests for tools and training needs. Nathan also had the opportunity to meet individually with each employee. There have been some past issues with employees not answering their phones but it was discussed that they need to answer their work phones or call back as soon as possible.

Rich Brecklin explained that all employees are open to continue pursuing their Wastewater licenses and he is going to look at different ways the village might be able to help them. Rich is checking on classes, training or audio books as potential tools to assist with studying for the test. Rich noted there is some training on lift stations that he is going to send the employees to.

A motion was made by Jeff DeGroot to go into executive session at 5:11 p.m. under section 2(c)(1) of the Open Meetings Act, to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the Village or legal counsel for the Village. The motion was seconded by Heather Armistead. **Motion passed #2.**

Rich Brecklin and Ann Sasso stepped out of the village hall for the executive session.

Executive session: Approval of closed sessions pursuant to: Section 2(c)(1) of the Open Meetings Act, to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the Village or legal counsel for the Village-The executive session was closed at 5:40 p.m.

A motion was made by Nathan Henricks to recommend to the finance committee on the employment compensation for FY 22-23 that all employees would receive \$1.50 an hour increase except that Eddie Flatt Jr. and Lance Knight would receive \$2.50 an hour increase. The motion was seconded by Stephanie Chaon. **Motion passed #3.**

4. **Adjournment**-A motion was made by Todd Rice to adjourn the meeting at 5:44 p.m. The motion was seconded by Nathan Henricks. **Motion passed #4.**

Ann Sasso, Village Clerk