

**Village Of Cambridge  
Public Meeting  
Personnel Committee Meeting**

Tuesday, August 24, 2021

4:45 P.M.

Amundson Community Center, Community Room

***THIS IS AN IN-PERSON MEETING. DUE TO INCREASE CASES OF COVID 19 AND ITS VARIANTS, DANE COUNTY HAS REINSTATED A MASK MANDATE SO MASKS WILL BE REQUIRED AT THE MEETING. THE MEETING ROOM WILL BE SET UP FOR SOCIAL DISTANCING. THANK YOU!***

1. Call To Order/Roll Call
2. Proof Of Posting
3. Approval of Minutes from Meeting on May 19, 2021
4. Public Appearances/Citizen Input
5. Old Business: None
6. New Business: Discussion and Possible Action Regarding:
  - a. The Personnel Committee will convene in Closed Session per Section 19.85(1)(c) of the Wisconsin Statutes to consider the employment, promotion, compensation or performance evaluation data of Village employees – Director of Public Works position
7. Reconvene into Open Session
8. Possible action taken on closed session
9. Any Other Business To Be Brought Before The Committee
10. Adjournment

**NOTE:**

1. Persons needing special accommodations should call 423-3712 at least 24 hours prior to the meeting.
2. A quorum of the Village Board may attend this meeting for the purpose of gathering information relevant to their responsibilities as Village Trustees. No matters shall be considered by said Village Board members nor shall any action be taken by said Village Board members at this meeting.
3. More specific information about agenda items may be obtained by calling 423-3712.

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Lisa Moen, Village Clerk/Treasurer/Administrator

**Village Of Cambridge**  
**Public Meeting**  
**Personnel Committee Meeting**  
Wednesday, May 19, 2021  
200 Spring St, Community Room  
12:00 P.M.

Due to the COVID-19 Pandemic, Including Federal, State and County Emergency orders limiting crowds, this meeting is being held via teleconference. You will be able to join the meeting any time after 3:45 p.m. Members of the Village Board and public may attend by:

Dial-in number (US): (727)731-3716

Online meeting ID: bgoeckner

Join the online meeting: <https://join.freeconferencecall.com/bgoeckner>

- 1. Call to Order/Roll Call:** Trustee Breunig called the meeting to order at 12:00 p.m. Members present: Trustee Breunig and Kumbier. Trustee Franklin absent and excused. Others present: President McNally, Lisa Moen, Administrator/Clerk/Treasurer; Barb Goeckner, Deputy Clerk/Treasurer/Administrator; Mark McNally, Village President.
- 2. Proof of Posting:** The agenda was posted on the doors of the upper and lower levels of the Amundson Community Center, Cambridge Post Office, Hometown Bank, and the Village website.
- 3. Approval of Minutes: April 15, 2021:**  
*Trustee Kumbier made a motion to approve the minutes as presented, seconded by Trustee Breunig, carried.*
- 4. Public Appearances/Citizen Input:** None
- 5. Old Business:** None
- 6. New Business:**
  - a. Amundson Center/Library Custodian Vacancy**  
With Peach retiring the Village has a vacancy for custodial work at Village Hall and the Library. Discussion of whether to hire a contract company or an employee for the position. Pros of hiring a contractor would cover backup should their usual person be out. With an employee would need to have DPW as backup to clean as they are now. With Amundson Center opening for rentals would have to have other staff open and close building and clean between events if there are more than one on a weekend. Contractor would not do as much maintenance as we currently have the custodian do. That would fall to the DPW crew. Library wants cleaning daily. Village Hall would need two to three times a week and extra when there are events. Current cost as employee was \$14.50/hour and SS & FICA. Split is Library 45% and Village 55% currently. Discussion of options.  
*Trustee Kumbier made a motion to recommend to Village Board to do an RFP for contracting for Custodial Services for Village Hall/Amundson Center and the Library, seconded by Trustee Breunig, carried.*

**b. Convene into Closed Session**

*Trustee Kumbier made a motion to go into closed session at 12:25 p.m., per Wis. Stats. 19.85(1)(c) of the Wisconsin Statutes to consider the employment, promotion, compensation, or performance evaluation data of Village employees, for the Treasurer/Deputy Clerk/Deputy Administrator Position, seconded by Trustee Breunig, by roll call vote, carried.*

**7. Reconvene into open session:**

*Trustee Kumbier made a motion to reconvene into open session at 1:13 p.m., seconded by Trustee Breunig, by roll call vote, carried.*

**8. Possible Action Taken on Closed Session items**

*Trustee Breunig made a motion to recommend to the Village Board to offer the position of Treasurer/Deputy Clerk/Deputy Administrator to the candidate selected at a salary of \$57,000 per year and the greater of \$1,000 or the annual employee increase after 6 months, seconded by Trustee Kumbier, carried.*

**9. Any Other Business to Be Brought Before the Committee: None**

**10. Adjournment:**

*Trustee Kumbier made a motion to adjourn, seconded by Trustee Breunig, carried. Trustee Breunig adjourned the meeting at 1:20 p.m.*

Barbara K. D. Goeckner, Deputy Clerk/Treasurer/Administrator