

Village of Shorewood Hills
Personnel Committee
Meeting Minutes
Wednesday April 10, 2019 7:30 a.m.

1. Call to Order Chairperson John Imes called the meeting to order at 7:32 a.m. Present, in addition to Mr. Imes, were Committee member Erica Moeser, Mary Gulbrandsen, Amy Neeno-Eckwall, Alan Goldenberg and Paula Hogan. Village Trustee Mark Lederer, Village Administrator Karl Frantz and Village Clerk Karla Endres were also in attendance.

a. Note compliance with open meeting law Mr. Frantz confirmed the meeting had been properly posted and noticed.

2. Approve previous meeting minutes

Ms. Hogan moved and Ms. Moeser seconded approval of the January 18, 2019 minutes
Motion passed 4-0-2.

Mr. Goldenberg and Ms. Gulbrandsen abstained.

3. Consider seasonal hires and wages

All recreation programs included in one vote excluding the pool. Ms. Gulbrandsen asked to leave the pool out of the motion. There was a brief discussion on each program and the changes from previous years.

Ms. Moeser moved and Ms. Hogan seconded a recommendation to approve Land Recreation, Four Corners, Public Works Crew and Forestry to the Board of Trustees.

Motion passed 6-0.

Mr. Lederer gave a brief summary on the pool hires. He mentioned it is becoming more difficult to retain employees due to internships and offers for the experienced lifeguards not to have other opportunities toward their careers. He explained the salaries of Chris Carbon and Erik Johnson (EJ). It was recommended that they were given a 3.5% increase for the 2019 season. The pool committee is unanimously in agreement of maintaining both EJ and Chris.

Ms. Gulbrandsen asked why we need to obtain both Chris and EJ when we have five assistant managers on staff as well.

Mr. Lederer explained it assists with staffing the pool hours and maintaining operations during the season. None of them work full time and therefore it helps in covering the open shifts of the pool hours.

Mr. Frantz explained that the roles have reversed and EJ is the main manager who is in charge but needs the coverage by Chris if he wants to get away with the family during the summer. EJ has the flexibility with Chris on staff to take time off occasionally during a weekend to spend with his family.

Ms. Moeser brought up the fact that the Personnel Committee took a stance on the position that Chris Carbon would be hired through 2018 as an assistant to EJ but that position would end after that year. He is making over 50% more than the assistant managers are making this year. She stated the Pool Manager took on the pool manager position and committed to fulfilling that.

Mr. Frantz stated he understood that having Chris on staff was a transitional position to help EJ get comfortable with the new role. The Pool Committee is asking to have that role continue for Chris Carbon.

Mr. Lederer stated there is no succession planning for the pool manager positions except for the two people that are in place currently. Chris Carbon is substantially experienced with the pool operations and EJ is experienced but there is no one in the future that is being groomed for that position or level of experience.

Ms. Neeno-Eckwall asked if Amanda Ellmaker has ever been contacted about these roles for management.

Mr. Lederer stated the level of comfort that the Pool Committee is seeking is one that has past pool management experience.

Ms. Moeser is objecting to the way in which the Pool Committee is coming to the Personnel Committee with these issues. Chris got out of this position because he had too much going on in his life and now he is back having a significant role with substantial pay.

Ms. Gulbrandsen asked if EJ is a salaried employee how he could be compensated additionally for staying open in the extended season for the UW.

Mr. Imes stated he is concerned about the process in how the Pool Committee is asking for the additional staff but is comfortable in knowing the pool is running without going over budget. He feels like we are extraneous to the process of pool recruitment and are just a pass through for the Pool Committees' requests to the Board since they are self-sufficient.

Ms. Neeno-Eckwall stated she is unclear on a personnel level as to the two positions of pool manager. She is unclear as to the succession planning for the pool along with other recreation programs and that we might need to recreate the wheel at any point.

Mr. Lederer stated that one of the two could leave at any time as these positions are not a full time position.

Ms. Neeno-Eckwall wants to know if there are written procedures for how the two positions are to operate.

Ms. Gulbrandsen stated EJ and Chris' wages should have went straight to the Board of Trustees.

Mr. Imes asked to see the last three years of the pool wages for all positions of the pool.

Ms. Moeser moved and Ms. Gulbrandsen seconded a motion recommending approval of the seasonal pool hiring slate dated 4/10/19 to the Board of trustees.

Motion passed unanimously.

Ms. Gulbrandsen would like to have it clarified if the pool is a village entity and should be run as such or if this should be run separately as its own enterprise. She would like to see an analysis of what other pools (membership and municipal) pay their managers and fees to see how Shorewood Pool compares.

The Personnel Committee had consensus to refer approval of the pool manager wages to the Board of Trustees.

4. Adjourn

Meeting adjourned at 8:52 a.m.

Respectfully submitted,

Karla Endres
Village Clerk