

PERSONNEL COMMITTEE MEETING

September 28, 2026

The meeting of the Personnel Committee was called to order at 6:45 p.m. by Village President Kim Blumer at the Albany Village Hall, 206 North Water Street, Albany, WI. Members present were: Blumer, Fred Johnson, Kimberly Klein, Paul Rhyner, Berty Hefty and Tonya Stephan. Absent: Michelle Monson. Also present: Michelle Brewer, Robert Ritter and Jed Keepers.

Proof of posting was verified.

PERSONNEL & POLICY MANUAL CHANGES – POLICIES #4(VACATION), #5(SICK), #6(HEALTH INSURANCE), #14(POLICE DEPARTMENT OVERTIME & COMP TIME): Brewer presented the following changes for discussion – Policy #4 vacation time earned of 80 hours after completion of the 90 day probationary period, 120 hours at 5 years, 160 hours at 10 years, 200 hours at 15 years; no longer required to take time in increments; and if employment is terminated within first 12 consecutive months all accrued and unused vacation hours will be forfeited and not eligible for payout – Policy #5 sick leave no longer required to take time in increments – Policy #6 health insurance was changed to reflect ETF's 88% monthly premium table. Brewer is looking into switching health from no dental to with dental as ETF now includes dental as a part of the health insurance plans. Currently the village offers a separate dental plan with the cost being 100% absorbed by the employee; so switching to offering with health insurance would not change how the premium is currently paid for dental as it could remain full cost of employee. Motion by Blumer, seconded by Klein, to change the vacation, sick and health insurance policies as presented. All ayes. Motion carried.

Brewer and Ritter presented a change to the Police Department Policy regarding overtime to include the option to convert overtime hours worked into comp time. Motion by Johnson, seconded by Hefty, to approve the inclusion of com time and changes to overtime as presented. All ayes. Motion carried.

UNUSED VACATION – Brewer presented an amount of earned and unused vacation hours by Dan Blumer. Blumer usually takes a significant amount of time towards the end of the year, but this may be difficult as Gill was planning to be out of the office. The committee was made aware that Gill's plans have changed and while unsure of exact plans, the committee would like to see Blumer use up as many vacation hours as possible, and this will be looked at again closer to the end of the year.

ANNOUNCEMENTS AND FUTURE AGENDA ITEMS: Gill was due to be out of the office for a lengthy period, but the start date of that extended time has been moved.

ADJOURN TO CLOSED SESSION: Motion by Rhyner, seconded by Klein, to go into closed session under §19.85(1)(c). Roll call vote: Johnson—yes; Klein—yes; Rhyner—yes; Blumer—yes; Stephan—yes; Hefty—yes. All ayes. Motion carried. Brewer and Ritter were asked to stay.

RECONVENE TO OPEN SESSION: Motion by Blumer, seconded by Rhyner, to reconvene to open session. Roll call vote: Johnson—yes; Klein—yes; Rhyner—yes; Blumer—yes; Stephan—yes; Hefty—yes. All ayes. Motion carried.

RECOMMENDATIONS FROM CLOSED SESSION: Motion by Blumer, seconded by Klein, to approve 2027 wages as discussed in closed session. All ayes. Motion carried.

ADJOURNMENT: Motion by Rhyner, seconded by Hefty, to adjourn. Carried.

KIM BLUMER, Chairperson
Personnel Committee