



VILLAGE OF
OREGON
WISCONSIN

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Pursuant to Wis. Stat. § 19.84, notice is hereby given to the public by the Chairperson of the Finance & Personnel Committee, that the following meeting will be held:

Meeting:	Finance & Personnel Committee	Date:	Monday, April 24, 2023
Location:	Village Hall; 117 Spring Street	Time:	6:00 PM

Note: Any person who has a qualifying disability as defined by the Americans with Disabilities Act that requires the meeting or materials at the meeting to be in an accessible location or format must contact the Village Clerk at (608) 835-3118, 117 Spring Street, Oregon, Wisconsin, at least twenty-four (24) hours prior to the commencement of the meeting so that any necessary arrangements can be made to accommodate each request.

MEETING MINUTES

- 1) Call to Order.
Chair Amanda Peterson called the Finance & Personnel Committee meeting to order at 6:06 p.m. on Monday, April 24, 2023.

- 2) Roll Call.
Present: Jason Mahnke & Amanda Peterson

Also Present: Village Administrator Martin Shanks, Chief of Police Jennifer Pagenkopf, Finance Director Lisa Novinska, & Village Clerk Candie Jones.

- 3) Approval of minutes from the March 27, 2023 meeting.
Mahnke moved, seconded by Peterson to approve the 03-27-2023 Finance & Personnel meeting minutes. Motion carried 2-0.

- 4) Business (items are for discussion and / or possible action).
 - a) Review draft employee handbook.
Peterson brought up former Chair Jenna Jacobson's suggestion of having a third-party oversee and conduct the Village Administrator's Performance Evaluation. Shanks recommended approving the evaluation as-is and working with a consultant to rehaul the Village's entire performance evaluation system.

Mahnke moved, seconded by Peterson to recommend approval to the Village Board of the draft handbook. Motion carried 2-0.

 - b) Review Police Department proposal for changes to the department's organizational structure.
Pagenkopf referenced and reviewed her memo dated 04-10-2023 provided in the packet of information.

Approved 4/29/24

Pagenkopf reviewed her top goals for upcoming budgets.

1. Competitive pay for sworn staff that are not in a collective bargaining agreement.
2. Additional Police Officer position in 2024 – this would help to implement a two-officer minimum at all times.
3. Restructuring the organization to add a second Lieutenant position.

Mahnke moved, seconded by Peterson to recommend to the Village Board the approval of Chief Jennifer Pagenkopf's recommendations related to adding staff/restructuring the Oregon Police Department as outlined in her memo dated 04-10-2023. The Committee would further like the Village Board to consider her recommendations during the 2024 budget cycle. Motion carried 2-0.

c) Review draft financial policy handbook.

Peterson moved, seconded by Mahnke to recommend to the Village Board the approval of the DRAFT Financial Policy Handbook as presented. Motion carried 2-0.

d) Future agenda items.

5) Adjournment.

Mahnke moved, seconded by Peterson to adjourn the Finance & Personnel Committee at 6:47 p.m. on Monday, April 24, 2023. Motion carried 2-0.

Members: Amanda Peterson (Chairperson), Jason Mahnke, and VACANT.

Submitted by,

Candie M. Jones
Village Clerk