

**VILLAGE OF WINDSOR  
ORDINANCE 2016-16**

**ORDINANCE ESTABLISHING PERSONNEL COMMITTEE  
IN CHAPTER 2, ARTICLE IV, DIVISION 4, SEC. 2-224  
OF THE WINDSOR CODE OF ORDINANCES**

**WHEREAS**, Chapter 2 of the Windsor Code of Ordinances establishes the Administration of the Village of Windsor; and

**WHEREAS**, the Village Board wishes to create a Personnel Committee; and

**THE VILLAGE BOARD FOR THE VILLAGE OF WINDSOR, LOCATED IN DANE COUNTY, WISCONSIN, DOES HEREBY ORDAIN AS FOLLOWS:**

**SECTION ONE:** Chapter 2, Article IV, Division 4, Sec. 2-224 is hereby adopted as follows:

- (a) *Composition.* The Personnel Committee shall consist of 3 members. Two of the members are Trustees and the third member is the Human Resource Manager.
- (b) *Appointment.* The members are appointed by the Village President and confirmed by the Village Board.

The Village Board members serve during their term of elected office. Members may be removed for cause by the President, with the approval of the Village Board.

- (c) *Vacancies.* Whenever a vacancy shall occur, a member consistent with the composition of the committee shall be appointed by the Village President and confirmed by the Village Board to fill the unexpired term.
- (d) *Officer.* The members of the Personnel Committee shall elect at its first meeting in May of each year a chairperson and Vice Chairperson from the Trustee members and shall keep a public record of its resolutions, transactions and findings.
- (e) *Duties.* The Personnel Committee advises the Village Board on matters relating to personnel policies and practices, compensation and benefits, employee relations, staffing and organizational structure. Specific responsibilities include, but are not limited to:
  - 1. Devise, implement, and maintain a mechanism for the performance evaluation of employees.
  - 2. Review and establish employee recruiting and retention policies.
  - 3. Annually, by June 1, review wage and benefit levels of positions in comparable municipalities to ensure that Village employees are being fairly compensated and that the Village maintains its ability to competitively recruit and retain employees.
  - 4. Have oversight of all Village approved personnel policies within the Village.
  - 5. Make recommendations for the organizational structure and staffing levels of departments of the Village.
  - 6. Review requests for creation, deletion, reallocation and reclassification of positions.
  - 7. Oversee the employee insurance benefit programs, including medical, dental, life, and worker's compensation.
  - 8. Responsible for the oversight of the Village's Equal Opportunity responsibilities and FMLA.
  - 9. Other duties as may be assigned by the Village Board.

**SECTION TWO:** Sec. 2-224 shall become effective following its adoption by the Village Board and publication or posting in the manner required by law.

The above and foregoing Ordinance was adopted at a duly noticed meeting of the Village Board of the Village of Windsor held on the 2nd day of June, 2016, by a vote of 5 in favor and 0 opposed.

**VILLAGE OF WINDSOR**

Robert E. Wipperfurth  
Robert E. Wipperfurth, Village President

Donald G. Madlung  
Donald G. Madlung, Trustee

Bruce Stravinski  
Bruce Stravinski, Trustee

Alan Buchner  
Alan Buchner, Trustee

Monica M. Smith  
Monica M. Smith, Trustee

*Attested by:*  
Tina Butteris  
Tina Butteris, Deputy Village Clerk

Published: June 9, 2016

Effective: June 10, 2016

**NOTICE OF NEWLY  
ENACTED RESOLUTIONS  
Village of Windsor**

Please take notice that the Village of Windsor enacted the following Ordinances and Resolutions on June 2, 2016:

Resolution 2016-81 Approving Fireworks Sales Permit for Linda L. Schultz D/B/A Uncle Buck's Fireworks LLC at 4508 Lake Circle .

Resolution 2016-75 Consideration of Resolution Awarding the Sale of General Obligation Corporate Purpose Bonds, Series 2016A in an Amount not to Exceed \$2,065,000

Resolution 2016-82 Approve Engagement of Professional Financial Services with Ehlers to Amend Tax Incremental District No. 1.

Resolution 2016-83 Approve Engagement of Professional Financial Services with Ehlers for Completion of a Capital Improvement Financing Plan.

Resolution 2016-76 Establishing a Second Polling Location in the Village of Windsor. Due to increasing voter population, Lake Windsor Golf Course has been designated as a second polling location.

Resolution 2016-84 A Resolution Authorizing Participation in and the Preparation of an Amendment to the Village of DeForest and Village of Windsor Cooperative Plan Pursuant to Wis. Stats. 66.0307

Ordinance 2016-15 Approval of Variance for Matthew Derenne, 4702 County Highway DM, to allow installation of a driveway within 5 feet from the lot line.

Resolution 2016-85 Reduction in Letter of Credit for Phase 3 Windsor Gardens Field of Dreams Addition.

**Ordinance 2016-16**  
Establishing Personnel Committee. A 3 person

Personnel Committee was established to advise the Village Board on matters relating to personnel policies, compensation and benefits, employee relations, staffing and organizational structure.

The full text of all resolutions and ordinances may be obtained at the Village Clerk's office, 4084 Mueller Rd., DeForest, WI 53532, on the Village website at

windsorwi.gov or by calling 846-3854.  
PUB. The DeForest Times-Tribune: June 9, 2016  
WNAXLP