



Personnel Committee Meeting
Monday, March 23, 2026
4:15 pm

LOCATION OF MEETING: 96 RUSSELL DRIVE

NOTICE: Pursuant to the requirements of Section 19.84, Wis Stats., notice is hereby given of a meeting of the Village of Random Lake Personnel Committee, at which a quorum of the Village Board may attend in order to gather information about a subject which they have decision making responsibility. The meeting will be held at the above noted date, time, and location. Notice of the Village Board Quorum (**Chairperson to announce the following if a quorum of the Village Board is in attendance at the meeting:** Please let the minutes reflect that a quorum of the Village Board is present and that the Village Board members may be making comments if the rules are suspended to allow them to do so.)

Agenda

1. Call to Order, Roll Call
2. Discussion and Possible Action on approving December 3, 2025, and February 2, 2026 minutes.
3. Consider and Act by Roll Call Vote to Enter into Closed Session for the following:
 - a. Pursuant to SS. 19.85(1)(c) Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility (Employee Review, Employee Incident).
4. Reconvene to Open Session Pursuant to SS. 19.85(2).
5. Discussion and Possible Recommendation to the Village Board on closed session item.
6. Discussion on future agenda items.
7. Adjourn.

Items on the Agenda may be taken out of order as listed. Posted to all village posting locations on 03/19/2026.

WI Open Meeting Law (Wis. Stat. 19.83(2) and 19.84(2)) In general, the open meetings law grants citizens the right to attend and observe open session meetings of governmental bodies but does not require a governmental body to allow members of the public to speak or actively participate in the body's meeting. A governmental body is free to determine for itself whether and to what extent it will allow citizen participation at its meetings.



LOCATION OF MEETING: 96 RUSSELL DRIVE

Meeting Minutes

1. **Call to Order, Roll Call:** Chairman Ruege called the meeting to order at 4:30 pm. Members present included Jamie Vorpahl, Dave Borchardt, and Barbara Ruege. Village staff present included Clerk/Treasurer Stephanie Waala.
2. **Consider and Act by Roll Call Vote to Enter into Closed Session for the following:**
 - a. **Pursuant to SS. 19.85(1)(c) Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility (DPW Interviews and Employee Incident).**

Member Vorpahl made a motion to move into closed session at 4:30 pm, motion was seconded by Member Borchardt. Motion carried 3-0.

3. **Reconvene to Open Session Pursuant to SS. 19.85(2).**

Member Borchardt made a motion to move into open session at 5:54 pm, motion was seconded by Member Vorpahl. Motion carried 3-0.

4. **Discussion and Possible Recommendation to the Village Board on closed session item.**

Member Borchardt made a motion to recommend to the village board the hiring of David Niebauer for the position of DPW laborer, motion was seconded by Member Vorpahl. Motion carried 3-0.

5. **Discussion and Possible Action on the approval of the November 20, 2020, meeting minutes.**

Member Vorpahl made a motion to approve as submitted, motion was seconded by Member Borchardt. Motion carried 3-0.

6. **Discussion and Possible Recommendation to the Village Board related to the Employee Handbook.**

Clerk Waala informed the committee of the updated changes that are being requested. Since the implementation of the new Workhorse Payroll Portal the Timecards section is being relabeled as Timesheets. Additional verbiage is being added in relation to potential theft of time and methods for when errors are made when punching in and out.

Clerk Waala presented to the committee the updated version of the Paid Time Off section of the handbook that was updated from guidance at the last meeting. Major changes included the accumulation of vacation days schedule and the removal of a duplicate paragraph.

Clerk Waala informed the committee that a Family & Medical Leave (FMLA) section was added to the handbook. This is a duplicate version of the one in the Sheboygan County handbook.

Member Vorpahl made a motion to recommend to the Village Board as submitted, motion was seconded by Member Borchardt. Motion carried 3-0.

7. Discussion on future agenda items.

None.

8. Adjourned at 6:17 pm.

Items on the Agenda may be taken out of order as listed. Created by Clerk/Treasurer Stephanie Waala on 02/26/2026.

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LOCATION OF MEETING: 96 RUSSELL DRIVE

Meeting Minutes

1. **Call to Order, Roll Call:** Chairman Ruege called the meeting to order at 6:20 pm. Members present included Jamie Vorpahl and Barbara Ruege. Member Dave Borchardt attended virtually. Village staff present included Clerk/Treasurer Stephanie Waala.
2. **Consider and Act by Roll Call Vote to Enter into Closed Session for the following:**
 - a. **Pursuant to SS. 19.85(1)(c) Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility (Employee Incident).**

Member Vorpahl made a motion to move into closed session at 6:21 pm, motion was seconded by Member Borchardt. Motion carried 3-0.

3. **Reconvene to Open Session Pursuant to SS. 19.85(2).**

Member Borchardt made a motion to move into open session at 8:56 pm, motion was seconded by Member Vorpahl. Motion carried 3-0.

4. **Discussion and Possible Recommendation to the Village Board on closed session item.**

None

5. **Discussion on future agenda items.**

None

6. **Adjourned at 8:56 pm.**

Items on the Agenda may be taken out of order as listed. Created by Clerk/Treasurer Stephanie Waala on 02/03/2026

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