

VILLAGE OF SOUTH RANGE
PERSONNEL COMMITTEE MEETING
September 29, 2026
5:30 PM

The Village of South Range Personnel Committee met on Tuesday, September 29, 2026, at 5:30 PM to review Director of Public Works applications and proposed Employee Handbook revisions.

Committee Members Present: Marier, Korby, Balma

Others Present: Clerk Sydni Schwandt

DIRECTOR OF PUBLIC WORKS:

The Committee reviewed 10 applications and identified four candidates whose experience and leadership capabilities warranted interviews. Clerk Schwandt was directed to schedule interviews for the following week. Discussion emphasized leadership, equipment operation, and availability to begin work.

SEASONAL PUBLIC WORKS POSITION:

The Committee discussed one application received for the part-time seasonal position, which would be officially posted the following week. Discussion included a proposed November-through-March season, snow removal and hours based on weather and workload. Clerk Schwandt was asked to consult the Village attorney regarding hours and part-time or full-time status.

PERSONNEL POLICIES:

The Committee completed its review of the proposed corrective action section of the Employee Handbook for submission to the Village Council. Discussion included progressive corrective action, flexibility to skip steps when warranted, and removal of language generally limiting consideration of corrective action more than 12 months old. Final formatting and wording corrections were to be incorporated.

The Committee also discussed approval procedures for employee training and travel, and training and testing costs.

The meeting concluded at approximately 6:30 PM.

Submitted by: Sydni Schwandt, Village of South Range Clerk