

VILLAGE OF MAZON
PERSONNEL COMMITTEE MINUTES
JANUARY 7, 2026

The meeting was called to order by Chairman Roland Tondini at 4:40 pm on January 7, 2026.

Present: R. Tondini, P. Pastick, K. Houchin, M. Murphy, J. Marques

Absent: K. Webster

The meeting was to discuss employee reviews.

R. Tondini stated that he wanted to know what the budget looks like before discussing how much the employees will get for raises.

J. Marques stated that in his opinion most employees' wages are paid a reasonable amount for the job description. He stated that he believes M. Murphy is underpaid for everything she does and that she puts in a lot. Not just in her day-to-day running of the hall but for her Clerk duties as well. He stated that giving all the employees a big jump in wages is not appropriate.

J. Marques stated that the village's cost to operate has increased greatly as far as bills and with all the cost associated with the upcoming water treatment plant, we need to look closer at our finances. He added he asked Melanie and she is going to give us a report on where we're at budget-wise in the current fiscal year. J. Marques stated that he should ask the Treasurer but she isn't here. He stated that if the Trustees look at our bi-weekly bill lists, the village spends anywhere from \$20,000-\$50,000 per bill list. He stated that when he looks at the bill list and sees the costs, he can't help but think where is all this money going. M. Murphy stated that she is always looking at the cost of expenses and that is the cost. She added that she can not pinpoint spending waste. There are always ways to cut costs but where and how. J. Marques stated last year alone we spent \$16,000 on chemicals. He is unsure on what was spent on water chemicals vs sewer chemicals and asked if Melanie can get that broken down for us. J. Marques stated that water and sewer chemicals are not something we can skimp on. The EPA regulates how much and what we do, but he would just like to see some breakdowns of everything to see what we're spending and on what specifically. He stated that he wants to see if there is something we can do differently. Maybe shop around for cheaper prices if possible. He stated that we need to do our jobs and see if there are any ways to cut costs. Cut down on Menards trips.

J. Marques stated that he would like to know how the Ziptility program is going. He stated that we began that program around the start of the fiscal year so we should be almost 8 months in now. M. Murphy said she thinks we started the program in August. J. Marques added that we paid Chamblins about \$20,000 to do the GIS data mapping for this program. M. Murphy stated that that needed to be done for the mapping part of the program. J. Marques explained that there is a lot more to Ziptility than just the maps portion.

J. Marques stated that we need to get the finance committee involved and take a hard look at our finances and project where we're going and where we're at.

P. Pastick asked if she could make a statement in regards to employee reviews. She stated that she thinks morale around the village as a workplace is very poor currently. She stated that if we don't do something, we could lose some great employees. She added the fact that the board has waited this long to start employee reviews has not helped employee morale. Our employees work here to support their families and she believes that their salaries are low for the job duties they perform. She informed the board that we have employees that are emptying their savings accounts to get by. She stated that M. Murphy provided her with information she requested

including employee wages, job titles, and job duties. She stated that this committee needs to meet as much as possible right away to get this done properly for the morale of our people.

K. Houchin stated that he has always been told that our salaries are comparable and with over-time are right there with Morris.

P. Pastick stated that she disagrees. She also stated that after these reviews, she would like the personnel committee to get together and come up with appropriate structure for things. She added that as of right now, there is no structure to how we do anything.

K. Houchin asked if it would be beneficial to meet with employees every month.

P. Pastick explained not meet with employees, meet as a committee to restructure the personnel department and run things professionally. She stated this board needs to make sure we police ourselves and follow through with our duties. She added that this is her suggestion. She is new to the board but this has been a problem that she has observed.

K. Houchin asked how she knows that employee morale is low. P. Pastick stated that a few employees have mentioned frustrations about things.

J. Marques asked what is the real reason for the low morale.

P. Pastick stated that this board has no empathy towards our employees and the example of the board pushing this review process off just because no one thought or cared to get it done. That proves to the employees who do their jobs everyday, that we are not doing ours and when it was finally brought up that we're late getting this done, the answer was "that's ok, they'll get prorated raises". She stated we just put our employees off for months and that is unfair to them Especially with cost of living today. I'm embarrassed with how things are handled and things need to change. She added that it is not M. Murphy's job to organize and do all this personnel stuff. In fact she stated that M. Murphy does her job, the clerk's job, and over half of the treasurer's job.

P. Pastick stated that she is proposing this committee put together a professional structure for the personnel department. She stated that she is willing to help do this but is not willing to do this for free.

J. Marques asked if we can get back to what our employees are currently getting paid.

The committee discussed employees' current salaries.

J. Marques stated that we can do a wage comparison but he thinks our current wages are reasonable compared to others in the county. He added that full-time employees also have a benefits package.

P. Pastick stated that the Police Chief is underpaid.

J. Marques stated that Larry works 8 hours a day.

P. Pastick stated he's on call a lot too.

J. Marques stated that he doesn't take most of those call outs. He added that he gets the reports from the Grundy County Sheriff's Office and if he answered more calls he would make more money.

P. Pastick stated it is hard for him to answer more calls and the village needs a second police officer. She stated the Chief of Police has so many classes he has to attend and has so many reports he has to do, he doesn't have time to be out there constantly. She stated that Larry would rather be out patrolling or have another officer out there doing that for him. P. Pastick stated that Larry can not be on the job 24-7 and he does not get 6 weeks vacation that is recommended for police officers. Larry is currently receiving 2 weeks vacation from the village. She added that Larry is doing the job of 2-3 people and has no assistant. M. Murphy is great and helpful to him as far as assisting him, but he does it all.

J. Marques stated that he does understand his wages.

P. Pastick stated that if anyone calls around to other departments they will see what she means about his current pay-rate. She stated that she believes that we should include cost of living,

merit, and comp in raise decisions for all employees. She does not believe that doing a raise that's the same across the board is appropriate.

K. Houchin stated that last year we did do a 3% raise across the board and then we took a look at Melanie afterward and realized that she shouldn't have been included in that so we did adjust that. He added the year before that we gave dollar amounts and it came out to around 10% raises. K. Houchin stated that any other profession usually gets 3%-5% increase a year. He stated that he believes that they need a cost of living raise but the village does need to be careful with finances at this time.

P. Pastick stated that everyone does not deserve the same raise so it should be cost of living and merit.

R. Tondini stated that he agrees that some employees deserve more than others.

K. Houchin stated that he does not think that employees should get a merit raise every year. He stated that he doesn't think that they can measure merit in our positions.

M. Murphy stated the only one that can measure merit for the Public Works laborers and operators is the Director of Public Works.

P. Pastick stated she measures merit for the Chief of Police in the amount of schooling he's done and his reports he gets done.

J. Marques stated most of our current employees if they work here till retirement will be here for 30 years. He asked if we could afford big raises every year for the next 30 years.

The committee discussed the village's benefits package.

R. Tondini asked about start times for Public Works and they discussed John starting an hour before the actual start time to ready things daily. He added that John could take the time at the end of the work day to prepare for the next.

J. Marques asked M. Murphy what J. Frederick's hours look like. She stated that he works 5am-2pm Monday through Friday.

J. Marques asked who changed Public Work's hours. He stated that because of this Public Work is not available after 2pm.

R. Tondini asked what was wrong with the 7am-3:30pm schedule. He added that J. Fredericks can not change the hours. He stated he understands wanting to get your work done early in the summer with the heat, you come in early, you work your 8 hours and you're done. He added that when the temps went down their hours should have resumed from 7am-3:30pm.

R. Tondini stated that we need to get the hours back to where they should be and we need to find out how Ziptility is going.

The committee discussed how they will conduct employee reviews this year.

R. Tondini stated he would like the reviews to be a little more one on one or two on one this year and talk with each employee separately. The committee agreed. R. Tondini stated that he would like to get them done Monday and Tuesday of next week. P. Pastick stated she could be there next week.

R. Tondini stated that going into 2026, this committee needs to start planning reviews by October 1st and finishing by the end of the calendar year.

R. Tondini stated that after talking with the individual employees, they will come back and discuss all information and pay increases. He added that he does not believe all employees will be given the same raise. He stated that cost of living and merit should be taken into account. Some people may get 1%, some may get 5%. We sit down and tell them what we are giving them and also explain why. If they did not get the raise they wanted they can work on things or whatever.

R. Tondini made a motion to adjourn at 6:10 pm. The motion was seconded by K.Houchini. Roll was taken. R. Tondini-Yes, K. Houchin-Yes, P. Pastick-Yes. Motion carried.