

MEETING MINUTES: Personnel and Finance Committee

MINUTES

MONDAY, January 7th, 2019 at 9:00am in Village Annex Room located @ 30 South 1st Street to consider;

Meeting called to order at 9:00am by Chairman Andy Beiser with Trustees Chris Boucher and Ed Fischer in attendance.

Also attending Administrator Mitchell Foster

Public Participation - *None*

Communications - *None*

Approve Minutes from December 10th, 2018 – *Motion by Boucher, second by Fischer to approve minutes as presented; 3-0 approve.*

Staff Reports

- *Administrator reviewed potential closure of TID #7 early once all debt is paid for out of district;*
- *Administrator also updated group on Twin Harbor budget numbers for 2019.*

Items for Discussion

- Waterfront Development RFQ Update
 - *Administrator has not received any documentation from LeksIII for Waterfront Development;*
 - *Developer is required by the Board to move forward at January Board meeting, but we are not sure where it is at.*
- PDK Properties Update
 - *There will be a resolution at the January Board meeting and a notice that will follow it.*
- Long-Term Budget Fix
 - Budgets and Beers Recap
 - *Administrator had over 30 people in attendance at most recent event and plans to hold one more at the end of January or first thing in February.*

New Business

- 2019 Winneconne Chamber Membership
 - *Administrator recommends we continue our membership with the Chamber of Commerce but is seeking official approval from the Board;*
 - *Motion by Boucher, second by Fischer to recommend approval of membership to Village Board; 3-0 approve.*
- Employment Agreements for Administrator and Department Heads
 - *Administrator reviewed the small changes in the agreements and the potential idea to change agreements in the future;*
 - *Committee was interested in seeing fewer changes outside of salary in the future;*
 - *Motion by Fischer, second by Boucher to recommend approval of Employment Agreements to Village Board; 3-0 approve.*

Winneconne Municipal Center is accessible to the physically disadvantaged. If special accommodations are necessary, please contact the Village Clerk/Treasurer at (920) 582-4381 and we will make every effort to accommodate the request.

MEETING MINUTES:

Personnel and Finance Committee

- PTO Time Use (Employee Inquiry)
 - Administrator reviewed request by employees to consider changes to handbook regarding a switch from one-hour to half-hour blocks;
 - Committee asks questions about the difference between allowing flex-time and going to half-hour increments;
 - Boucher asks questions about whether it is solved by no change;
 - Motion by Fischer, second by Boucher to keep flex-time memo and PTO use incremental as-is; 3-0 approve.

Old Business

- None

Items for Next Month's Agenda - None

Motion by Fischer, second by Boucher to adjourn at 9:20am to February 4th at 9am; 3-0 approve.

Mitchell W. Foster
Administrator