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.

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- 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

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