

1. Call to Order

Trustee Prott called the meeting to order at 5:45p.m. at the Caledonia Village Hall, 5043 Chester Lane

Committee Members: Trustee Stillman and Trustee Prott. Also present were Trustee Martin and Trustee Wishau

Absent: None

Staff present: Village Administrator Tom Christensen, HR Director/Assistant Village Administrator Toni Muise and Fire Chief Richard Roeder, Wally Leininger and Police Detective Melissa Stardy

2. Approval of Minutes

Trustee Stillman to approve the November 5, 2018. Seconded by Trustee Prott. Motion carried unanimously.

3. Resolution 2018-141 – Resolution Approving Revisions To Employment Contract With The Village Administrator

Trustee Prott explained the new contract. All was acceptable by the members there except the section that stated that from time to time goals and objections and performance of the Administrator will be held by the Village President and Chair of the Personnel Committee. Trustee Prott stated that any input from the rest of the board would be incorporated as well. Trustee Wishau requested that input/confirmation of the entire body be added in writing to the contract under that section.

Motion by Trustee Stillman to recommend approving Resolution 2018-141 with changes as discussed. Seconded by Trustee Prott. Motion carried unanimously.

4. Presentation of Fire Union Local 2740 Grievance Regarding Alleged Violation of MOU AFLAC and Disability Insurance

Wally explained that since 2001, AFLAC was provided in their contract due to it being a bit different than regular short and long term disability provided by Northwestern Mutual particularly regarding cancer related benefits. A grievance was filed by the association and it was denied. The reason for denial was because a short and long term disability insurance policy is currently being provided through Northwestern Mutual and there is no requirement to offer additional plans. There also would be a cost involved with administering multiple plans although the association argued that fact. One other reason for the denial was the low enrollment outside of the few that do currently have it. They discussed possibly administering AFLAC through the employee without involving the Village. Leininger stated that would not be a viable option because they would lose the pretax benefit.

5. The Personnel Committee will take up a motion to go into CLOSED SESSION pursuant to 19.85(1)(c)&(f), WI Stats., to discuss step 2 of Local 2740 union grievance appeal

Motion by Trustee Prott go into closed session. Seconded by Trustee Stillman. Motion carried unanimously.

6. The Personnel Committee reserves the right to RECONVENE INTO OPEN SESSION to take possible action on the item(s) discussed during the CLOSED SESSION and to move on to the remaining items on this agenda

Motion by Trustee Prott to go into open session. Seconded by Trustee Stillman. Motion carried unanimously.

Motion by Trustee Stillman that since the Village does provide a plan for long and short term disability insurance and the contract does not call for multiple plans, there is no violation of the contract and the grievance is hereby denied. Seconded by Trustee Prott. Motion carried unanimously.

7. Proposed Tuition Reimbursement Policy

Christensen explained the purpose of providing tuition reimbursement and the benefit of having educated personnel. Reimbursement would be based upon enrollment in a work related program approved by the Village Administrator. There was discussion regarding the Personnel Committee approving what is work related but after further discussion it was decided that the Village Administrator would be entrusted to make that determination and if there was any doubt or a degree/program was denied, there would be an appeals process to go before the Personnel Committee.

Language to be revised to say education reimbursement based upon job related program and eliminate the word business related. This will be drafted as a Resolution to go before the Board for final approval.

8. Proposed Holiday Pay Policy

Muise discussed that the policy is currently a bit unclear as it pertains to employees that are full time and benefited but work less than 8 hours a day. This was brought forth because of the Police Lieutenant schedule being changed. A 30-day calendar wait was instituted for new employees receiving the floating holiday pay. This will be forwarded to the next Board meeting for final approval.

9. Adjournment

Motion by Trustee Stillman to adjourn. Seconded by Trustee Prott. Motion carried unanimously.

Meeting adjourned at 6:57 p.m.

Respectfully submitted,
Karie Torkilsen