

1. Call to Order

Trustee Prott called the meeting to order at 4:00 p.m. via ZOOM at the Caledonia Village Hall, 5043 Chester Lane

Committee Members: Trustee Prott and Trustee Stillman. President Dobbs, Trustee Wanggaard, Trustee Martin and Trustee Weatherston were also present.

Absent: None.

Staff present: Village Administrator Tom Christensen, HR Director Toni Muise, Police Chief Christopher Botsch and Fire Chief Richard Roeder

2. Approval of Minutes

Motion by Trustee Stillman to approve the minutes from the January 4, 2021 meeting. Seconded by Trustee Prott. Motion carried unanimously.

3. Sick Leave Incentive Policy and Retiree Healthcare Policy Discussion

The goal is to make these policies clear for future employees. Muise explained the retiree healthcare policy was updated - which in turn would update the sick leave and sick leave incentive policies. The Committee clarified the sick leave policy to allow use for children, spouses, or dependents. Trustee Stillman felt it was appropriate for employees to use their sick time for their dependents – but with the caveat that the employee would need to notify their department head in the same way they would notify for their own sick time usage currently.

Muise explained the catastrophic bank language; management employees could accumulate in excess of 190 days of sick time, up to an additional 60 days maximum to be banked for a catastrophic event. The Committee felt the 60 days should be stricken and the 190 days should be left. This means no one is grandfathered in and this would not be provided to employees. This is not something that is being taken away, the 60 days are only available for a catastrophic event. There is FMLA, and short- and long-term disability available for employees for these types of events.

There was discussion regarding the old sick leave bank and if it would roll over into the new sick time or if it would be separated, such as having two banks - one prior to 2012 and one after. The Committee felt there is only one bank, but that the incentive should remain to allow those employees to earn that sick time back at the max of 190 days if they are part of the 12/31/11 group of grandfathered employees.

The Committee discussed if an employee were to retire but does not take health insurance, what would happen to the HRA? It could deposit to the employees deferred comp account which then could be used to pay for medical premiums allowed by the HRA plan. There was further discussion regarding the option of a cash payout which would not be a significant amount, but there is a cost to the Village as well as a tax implication to the employee. The Committee felt the deferred comp was the better option and can be easily set up if the employee does not already have an account. There was discussion regarding instructing retirees to use HRA dollars first before any other contribution is made and the Committee felt they would have to pay out of pocket for the premium and that it would be beneficial to the employees.

There was discussion regarding union employees and their accumulated sick time that is still viable in their contract, and if they accept a promotion, until the time of promotion they could retain that sick time.

4. The Personnel Committee will take up a motion to go into CLOSED SESSION pursuant to 19.85(1)(c)&(e), WI Stats., to discuss a Discrimination Complaint.

Motion by Trustee Stillman to go into closed session. Seconded by Trustee Prott. Motion carried unanimously. The Committee went into Closed Session at 4:56 p.m.

5. 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 to other remaining items on this agenda.

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

Trustee Prott overviewed forthcoming agenda topics for the Personnel Committee.

6. Adjournment

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

Meeting adjourned at 5:01 p.m.

Respectfully submitted,
Joslyn Hoeffert
Deputy Village Clerk