

**VILLAGE OF DRESSER
FINANCE/PERSONNEL COMMITTEE MEETING
WEDNESDAY, FEBRUARY 22, 2017**

The meeting was called to order by Grace Bjorklund at 5:32 pm. Roll Call was taken: Grace Bjorklund, Cathy Frandsen, and Bryan “Fatboy” Raddatz. Also present was Jodi Gilbert – Clerk/Treasurer and Mike Qualle. No other public or press was in attendance.

Notice was hereby given: that the Village of Dresser Finance/Personnel Committee may move to convene into Closed Session: Pursuant to WSS 19.85(1)(f), Considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par.(b) applies, which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations.

Purpose of meeting first was to discuss leave of absence for a Village of Dresser employee Michael Qualle. Bjorklund stated that Bryan “Fatboy” Raddatz is now part of the committee due to the resignation of Darron Nelson and with his appointment has assumed Nelson’s committee positions. Motion Raddatz/Frandsen to convene into closed session. Roll Call Vote was taken and all committee members present voted yes. Motion carried.

Closed Session took place.

Motion Raddatz/Frandsen to convene back into open session at 6:10 PM. Roll Call vote was taken and all members present voted yes. Motion Carried.

The Finance/Personnel Committee may or may not take action on the matters of the Closed Session.

Motion Raddatz/Frandsen to recommend to the board that they grant Mike Qualle his request for a 12 week leave of absence – FMLA contingent upon finding back up to handle snow plowing. While Qualle is on leave his deferred comp and retirement would be postponed, Qualle will continue to pay his share of insurance premiums, and the Village will also continue to pay their share of insurance premiums. All in Favor. Motion Carried.

Discussion took place regarding Labor for particular work projects and the relationship to the Employee Handbook.

Bjorklund stated the personnel manual is not what it should be. I would like the committee to take some time and do some updates to the handbook. The handbook will get discussed at a future meeting.

Bjorklund stated a year ago we advertised the position for hall cleaning. Dave and Carmen Brian applied. They had the experience. The Village pays \$75.00 per cleaning. We went to the village attorney and he put together a long contract. The big stickler in the contract was that they had to give us proof of insurance – liability insurance naming the Village as additional insured. Raddatz stated that could cost someone between \$500.00 to \$1000.00 a year. That doesn’t make sense based on what they are getting paid. Bjorklund stated we then went back to the attorney and we ended up just hiring them and paying them \$75.00 per cleaning. This past year Carmen fell on the step at the hall and hurt her ankle and filed a workers comp claim. Workers Comp stated since you are paying her for a service and you have no contract she is covered under our insurance. Now we are into a new year. We are also paying Barb Williamson for work to be done in the parks and this is a similar situation. So I took this information back to the Village Attorney and he told me we should look at making these people seasonal part time

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employees or something. They would then be covered under our Workers Comp Insurance. We need to look at the definitions of employees in the handbook. The handbook has full time employees, part time employees, temporary employees, non-exempt employees, and exempt employees. Gilbert explained the Wisconsin Retirement System and the new positions we are looking at would not qualify for retirement. Bjorklund stated I would like to have something for the March agenda on these positions. Dave & Carmen Brian need to be considered as separate employees and they would split the \$75.00. Barb Williamson's position was budgeted \$200.00 per month for 5 months for the 2017 budget. When we make these people employees they will be taking home less than then were before because of taxes. The \$75.00 is built into the hall rental. Dave and Carmen Brian don't want to sign a contract so we should move to make them part time employees. We would be taking out taxes with each paycheck. Bjorklund stated I did talk to them regarding this and they said that it was OK and I also talked to Barb Williamson and she is OK with it. If they decide they don't want to do the job then we will readvertise and start over. They are all providing a great service for the Village. Raddatz stated I would like it noted that if they come back and want to take home the same amount I would be willing to take a look at it. So do we make all three of them part time employees? They should be paid an hourly amount versus a contract. Especially for budget purposes it is easier to deal with an hourly rate and that should be decided now before they start. Raddatz stated you have a budget for x amount of money. Raddatz commented stay at the \$14.29 per hour for Barb Williamson. This is a Line Item in the budget that can be adjusted the following year. Stay with the hall rate of pay \$12.50 per hour. We will pay them a set amount, but if they can keep track of the hours they are putting in we would then have that information to look at any changes in the future. Right now we have an average of 3 hours per person per hall cleaning and an average of 14 hours per month for parks. The Hall Cleaning is coming out of the income that is generated through hall rentals. Parks is a budgeted line item.

Motion Frandsen/Raddatz to recommend to the Village Board that they hire Barb Williamson as a Temporary Employee to work in the Parks for 5 months @ \$14.29/hour based on 14 hours per month. All in Favor. Motion Carried.

Motion Frandsen/Raddatz to recommend to the Village Board that they hire David Brian as a Part-time employee for Dresser Community Hall Cleaning at a rate of \$12.50/hour for 3 hours per occurrence. All in Favor. Motion Carried.

Motion Frandsen/Raddatz to recommend to the Village Board that they hire Carmen Brian as a Part-time employee for Dresser Community Hall Cleaning at a rate of \$12.50/hour for 3 hours per occurrence. All in Favor. Motion Carried.

Raddatz stated we need to talk to them and let them know that we would appreciate it if they would keep track of the hours that they work. We are still going to pay them the amounts that were agreed upon, but this information would allow us to make sure we are paying fairly for the work that is being done.

Motion Raddatz/Frandsen to adjourn at 7:12 pm. All in Favor. Motion Carried.

Jodi A Gilbert, Clerk/Treasurer

These minutes have not been approved.