

Village Of Brooklyn

PO Box 189 -102 North Rutland Avenue - Brooklyn, Wisconsin 53521
(608) 455-4201 - Fax: (608) 455-1385 - E-mail: vbrook@frontier.com

Personnel Committee Minutes September 23rd 2010

The Personnel Committee meeting was called to order at 6:32 pm by Chair Van Den Eng. In attendance were committee members Dean Van Den Eng, Nadine Walsten and Todd Klahn.

Motion: Van Den Eng/Klahn to approve minutes of 8/19/2010. Motion carried.

Motion: (6:35pm) Walsten/Klahn to convene to closed session pursuant to Wis Stats 19.85 (1)(c) to evaluate the progress of the performance improvement plan for Bob Anderson, Director, Public Works Department and stay in closed session pursuant to Wis Stats 19.85 (1)(c) to discuss employee performance reviews. Motion carried.

Motion: (9:45pm) Van Den Eng/Klahn to reconvene to open session.

The prior recommendation to the Board from the Personnel and Finance committees that there be a wage/benefit freeze for the 2011 budget was further discussed. The committee reaffirmed that the Village needs to be fiscally responsible given the current economic outlook and expected declines in shared revenue. Essential services need to be maintained and standard maintenance of Public Works facilities and equipment can not be ignored. Unforeseen expenses such as the recent water line break are difficult to budget for. The committee considered additional time off for Village employees as a good will gesture if the wage/benefit freeze is enacted by the Board.

Motion: Klahn/Van Den Eng to forward a recommendation to the finance committee that if a wage/benefit freeze for the 2011 budget is enacted; the Village increase Holiday pay on Christmas Eve Day and New Year's Eve Day from four hours to eight hours for 2011, which is a total of eight additional hours, and that if employees work during these hours they be compensated at their regular hourly rate. Motion carried.

A proposed orientation manual for new trustees was discussed. President Walsten felt that it would be beneficial to solicit feedback for such a manual from the newest Trustees. A meeting with President Walsten, Trustee Dean Van Den Eng, Trustee Steve Lust and Trustee David Natzke is being arranged. **Motion:** Van Den Eng/Walsten to postpone further discussion until the next committee meeting. Motion carried.

Chapter 7 of the Village Employment manual was briefly discussed. Walsten stated that she has not been able to contact her colleague regarding the prevention of blood borne diseases. **Motion:** Van Den Eng/Klahn to postpone further discussion until the next committee meeting. Motion carried.

Village Ordinance Chapter 51 "Code of Ethics" was briefly discussed. Walsten stated that this only pertains to Village public officials and that it would be prudent to add language to the Employment manual to clarify conduct for Village employees. **Motion:** Walsten/Klahn to postpone further discussion until the next committee meeting. Motion carried.

Motion: Klahn/Van Den Eng to adjourn at 10:20. Motion carried