

# Village Of Brooklyn

PO. Box 189 • 210 Commercial Street • Brooklyn, Wisconsin 53521  
(608) 455-4201 • Fax: (608) 455-1385 • [E-mail: clerk@brooklynwi.gov](mailto:clerk@brooklynwi.gov)

## Personnel Committee Minutes September 4<sup>th</sup> 2012

The Personnel Committee meeting was called to order at 6:37 pm. Committee members in attendance were Dean Van Den Eng, Nadine Walsten and Todd Klahn. Also in attendance was Police Chief James “Harry” Barger.

**Motion:** Van Den Eng/Walsten to approve minutes of 07/17/2012. Motion carried with Klahn abstaining.

**Motion:** Van Den Eng/Walsten to convene to closed session pursuant to Wis Stats 19.85 (1)(c) to accept personnel evaluation for Police Officer Engelhart from James “Harry” Barger, Police Chief. Motion carried unanimously.

**Motion:** (7:03 pm) Klahn/Van Den Eng to reconvene to open session. Motion carried unanimously.

**Motion:** Van Den Eng/Klahn to recommend to the Board that Police Officer Engelhart be removed from probationary status. Motion carried unanimously. Police Chief Barger left at 7:10.

A committee mission statement and goals for the 2013 budget were discussed. The committee expressed a desire to explore the following:

- Creation of a social media policy for Village employees
- Creation of an electronic device policy for Village employees
- Revise portions of the employee manual related to safety procedures including biohazard policies
- Explore the cost/benefit of hiring a part time Village Administer or Economic Development person

The committee discussed the amount of pager pay for Public Works employees that carry the pager for utility alarms. Currently \$10 per weekend day is paid for having the pager. The committee reviewed a summary of pager pay policies from nearby committees. The committee did not make a recommendation and Van Den Eng will look into the cost of the pager versus reimbursing employees for a portion of their personal cell phone usage.

Wages and benefits for the 2013 budget were discussed. The committee reviewed 2013 health care premiums as well as a 12 month consumer price index summary. Final increases regarding Wisconsin Retirement System contributions are not yet available, but both the Village and employees will be required to contribute between 0.5% and 1% more in 2013. Currently the Village pays 100% of the base rate of the lowest Tier 1 family plan for each full time employee’s health care premium which

in wages while acknowledging that it will be a tight budget this year and that the Village will be limited in the amount that it can afford to raise wages. **Motion:** Van Den Eng/Klahn to recommend to the Board to approve a 2% wage increase for employees Strause, Brewer, Langer, Spilde, Golz, Barger and Hardy and that the Village pay 100% of the lowest premium in the Tier 1 Employee Trust Fund (ETF) Group Health Insurance Plan which for 2013 is Unity Health with a base fee of \$1,255.50 for full time employees pending other budget deliberations. Motion carried unanimously.

Work continues on a draft of an orientation handbook for committee members.

Time sheets and overtime were reviewed.

**Motion:** Van Den Eng/Klahn to adjourn at 8:15 pm. Motion carried unanimously.