

SPECIAL MEETING OF THE VILLAGE BOARD OF TRUSTEES HELD ON MARCH 16, 2016 AT 7:00 P.M. AT VILLAGE HALL

PRESENT: Mayor Rynearson, Trustees Moore, O'Connell, Hathaway and Strauss, C/T Decker, DC/T Budine, Paul Lantz and Debbie Stever

The Mayor opened the meeting at 7:00 p.m.

The first order of business was the 3<sup>rd</sup> quarter evaluation of Supervisor Davie. All agreed he had met all requirements for the 3<sup>rd</sup> quarter review and also had accomplished most of the 4<sup>th</sup> quarter requirements. All agreed the 4<sup>th</sup> quarter review should be done the first meeting in May.

Trustee Moore asked if we bid our stone and gravel annually. The board said they did not as we don't require a certain amount annually – it's as needed.

Next, the board began the process of updating the personnel policy. They proceeded page by page. First Trustee Hathaway suggested adding disclaimers as follows: 1) The Employee handbook does not create a contract, express or implied. 2) The governing board reserves the right to revise or rescind any policy at any time. 3) The employer reserves the right to interpret the information presented.

The board then agreed to payroll bi-weekly or every two weeks. They changed overtime defined as anything over 40 hours not over eight (8) hours a day. Equipment issued to an employee by the Village will be signed for at issuance and returned in good working order before any final payment to said employee will be made. The No Smoking Policy shall be eliminated and replaced with a smoke free or tobacco free (including e-cigs) policy. Cell phone policy is upgraded to allow no personal cell phones in the work place with amendments made to village issue cell phones and their use. Also the DPW supervisor is exempt from the policy.

CT Decker asked that we meet on March 22, 2016 work session at 6:00 p.m. to further discuss union negotiations.

MOTION#36/16-17

A motion was made by Trustee O'Connell seconded by Trustee Moore to hire Derek Bowie as a Part Time Civil Service Police Officer not to exceed 29 hours a week after civil service requirements have been met. His rate of pay shall remain the same - \$15.15 an hour. The motion carried unanimously.

MOTION#37/16-17

A motion was made by Trustee O'Connell seconded by Trustee Strauss to adjourn the meeting at 8:43 p.m.

Respectfully Submitted