

Finance and Personnel Committee Meeting Minutes
April 11, 2011

Present: Roger Hillebrand, April Little, Jim Schmitz, and Bonnie Wilcox
Guest: Joanne Alme

1. Bonnie called the meeting to order at 5:35 pm.
2. The minutes from the March meeting were approved as presented.
3. Old Business
 - Light Duty
 - This policy covers village employees who are injured on the job and off the job.
 - The policy lists suggests tasks. Busy work is not encouraged and should not be used for light duty.
 - The employee will be paid his/her regular salary.
 - The policy is approved by our insurance provider
 - We will present this policy to the board at the April 18 meeting. Gary made the motion and Jim seconded it. All agreed.
 - Health Retirement Account
 - Previously, the village board agreed to disband the group sick bank. The hours will be returned to the persons who donated them.
 - The board has approved paying the 2005/2006 liability to North Shore Bank.
 - The new policy will start as of January 1, 2011. As soon as an employee reaches more than 240 hours on December 31, he or she is eligible for the HRA. The account will be started for that employee with hours banked in January of the next year.
 - It was agreed that the represented employees would be eligible for the HRA. Bill & Rachel are the only two who have reached more than 240 hours at any time. Their HRAs will be established this year. Two non-represented employees, Jeremy and April have reached 240 hours as of Dec. 31, 2010 and their accounts will be established. In all 4 cases, since they reached their 240 hours by Dec. 31, 2010, their first year will be based on the old policy. Beginning on Jan 1, 2011, all employees will be under the new policy.
 - At retirement or when an employee leaves, the 240 hours or the portion they are carrying will not be included in the HRA.
 - Eligibility will be determined by having more than 240 sick hours on Dec. 31 of the year. If the employee does not have more than 240 hours, there will be no contribution to the HRA even if there had been contributions in previous years.
 - Each year the village board has the option of determining the percentage will be paid into the HRAs.
4. New Business
 - Succession Planning
 - April has been working with University of Wisconsin-Oshkosh students who are studying for Master's Degrees. The students have been presented with information about the departments in the village and will present their ideas to April in May. She will present them to the board in May.
 - We are still waiting to find out how we are supposed to calculate the payments based on the governor's bill.

Respectfully submitted,
Bonnie Wilcox