

Village of Port Edwards

FINANCE AND HUMAN RESOURCES COMMITTEE

Thursday, February 8, 2024

4:00 P.M. AT THE MARSHALL BUEHLER CENTER

Zoom Meeting: <https://us06web.zoom.us/j/87513766780?pwd=8y00439UN2D9tLGvipTNHFURdCbeWg.1>

Meeting ID: 875 1376 6780 Passcode: 028383

Agenda:

1. Call to order
2. Roll call
3. Approve the Agenda
4. Approve the previous committee minutes, from January 4, 2024
5. Public comments on agenda items
6. Chairperson comments.
7. Discussion and **MOTION** to approve the monthly bills, journal entries for previous month and financial report.
8. Discussion and possible **MOTION** to approve the loan for purchase of the end loader.
9. Discuss Old Business
10. Discuss New Business: Administrator update on Performance Improvement Plan (PIP) Fire Chief
11. Correspondence received
12. Agenda items for next meeting
13. Adjourn.

Village of Port Edwards

Lonn Radtke – Committee Chairman

VILLAGE OF PORT EDWARDS

Port Edwards, Wisconsin

COMMITTEE: Finance & Human Resources

DATE: January 4, 2024

TO: BETSY MANCL

CC: LONN RADTKE

TIARA GRUNDEN

CALEB MCGREGOR

JEN MOORE

ERIK SAYLOR

JOSEPH ZURFLUH

DAILY TRIBUNE

WFHR/WGLX

NICK ABTS

DIANE TREMMEL

JASON WORDEN

SCOTT DREW

Purpose of Meeting: Regular Monthly Meeting – Marshall Buehler Center

Attendance: B. Mancl, L. Radtke, C. McGregor, T. Grunden (ZOOM), D. Tremmel

Absent: None

Citizens: Eric Hummel, Cary Smith

Subjects Discussed, Action Taken & Board Action Required:

Regular Monthly Meeting

- **Call to Order:** Meeting called to order by Chairman Radtke at 4:00 p.m.
- Motion (McGregor/Grunden) to approve the agenda and November 30, 2023 minutes. Motion carried. All ayes.
- **Public Comments on Agenda Items:** None
- **Committee Chairman's Comments:** None
- Motion (Radtke/McGregor) to approve the monthly bills, journal entries for the previous month and financial reports. Motion carried. All ayes.
- Motion (Radtke/McGregor) to award the full-time employees a \$50 Chamber gift certificate as a safety award for only one lost time incident in the past 27 years. This is a budgeted item - \$600. Motion carried. All ayes.
- Motion (McGregor/Radtke) to approve Length of Service Award (LOSA) payment for 2023 qualifying firefighters in the amount of \$300.91 per firefighter and the annual corresponding maintenance fee of \$1,060.00, for a total of \$4,971.83. (This will impact 13 firefighters.) This is a budgeted line item. Motion carried. All ayes.
- Motion (Radtke/Grunden) to approve the new Fire Department job descriptions as recommended by the Police & Fire Commission. Motion carried 2-1 (no – Grunden).
There was some discussion as to whether the job descriptions should include additional language pertaining to the progression of the qualifications or whether this part falls to the Police & Fire Commission with no need to add language to the job descriptions.

VILLAGE OF PORT EDWARDS

Port Edwards, Wisconsin

- Motion (Radtke/Grunden) to approve “Village of Port Edwards 2024 Salaries and Hourly Wages.” Motion carried. All ayes. This is the attachment to the Labor Policy which gets updated each year.
- **Old Business:** None.
- **New Business:** None
- **Correspondence Received:** None
- **Agenda Items for Next Meeting:** Monthly bills, journal entries and reports. Next meeting date will be February 8, 2024 at 4:00 p.m.
- Meeting adjourned at 4:30 p.m.

Lonn Radtke - Committee Chairman

END LOADER LOAN - 2024

Nekoosa Port Edwards State Bank – 5.63%

5 year loan for \$145,000 - Annual payment \$34,156

(Will need copy of minutes approving the loan – then can be completed in about 2 weeks)