

VILLAGE OF PORT EDWARDS  
Port Edwards, Wisconsin

COMMITTEE: Finance & Human Resources

DATE: July 14, 2020

TO: JOSEPH ZURFLUH

cc: BETSY MANCL  
DANA DUNCAN  
JOHN BINGHAM  
DIANE TREMMEL  
PATRICK ARENDT

ERIK SAYLOR  
SUE MITCHELL  
TIARA GRUNDEN  
SCOTT DREW  
BEN MARTINSON

JP LACHAPELLE  
NICHOLAS ABTS  
DAILY TRIBUNE  
WFHR/WGLX  
RAY BOSSERT

Purpose of Meeting: Regular Monthly Meeting at Marshall Buehler Center – Due to COVID-19 the meeting was set up as a conference call meeting according to Wisconsin Attorney General Release Coronavirus Disease 2019 and Open Meetings.

Attendance: D. Duncan, T. Grunden, S. Mitchell, J. Zurfluh

Also Present: J. Bingham, Scott Harrington, Brian Formella, D. Gau, R. Bossert, B. Martinson, D. Tremmel

Absent: None

Citizens: None

Subjects Discussed, Action Taken, and Board Action Required:

**Meeting called to order at 5:45 p.m.**

1. **Approve previous minutes:** Motion (Mitchell/Grunden) to approve the previous committee minutes. Motion carried. All ayes.
2. **Public comments:** None.
3. **Committee Chairman's comments:** None.
4. **Discussion on employee promotion/salary/wage adjustment process (John Bingham).** John Bingham was concerned that the last three wage adjustments were done in a public session. He feels this should be done in a closed session at the Board level. Duane Gau pointed out that the recent wage adjustments were following the Public Administration Associates recommendations which were previously approved by the Board. Dana Duncan stated that if there is a question, he would lean toward having an open session rather than a closed session for transparency purposes.
5. **Discussion/action approving the monthly bills, journal entries for previous month and financial reports:**  
Motion to the Board (Mitchell/Grunden) to approve payment of the bills and the journal entries of the previous month. Motion carried. All ayes.
6. **Discussion/action recommending to the Board to hire Caleb Peaslee as Public Works employee.**  
Motion to the Board (Grunden/Mitchell) to hire Caleb Peaslee as Public Works employee. Motion carried. All ayes.
7. **Discussion/action recommending to the Board revisions to Section 1, 5 & 34 of the 2020 Labor Policy.**  
Motion to the Board (Mitchell/Grunden) to revise Sections 1, 5 & 34 of the 2020 Labor Policy. Motion carried. All ayes.

8. Motion (Mitchell/Grunden) to go into closed session per §19.85(1)(g) “conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved,” regarding DMI – 6:01 p.m. Motion carried. Roll call vote – All ayes.
9. Motion (Mitchell/Grunden) to reconvene from closed session – 6:07 p.m. Motion carried. All ayes.
10. *Any other items properly brought before the Committee.* None.
11. *Agenda items for next meeting.* None.
12. *Set next meeting date:* August 11, 2020 at 6:00 p.m.

**Meeting adjourned at 6:10 p.m.**

Dana Duncan, Chairman  
Minutes taken by Diane M. Tremmel, Clerk-Treasurer