

VILLAGE OF PORT EDWARDS
Port Edwards, Wisconsin

COMMITTEE: Finance and Human Resources

DATE: 7 January 2021

TO: JOSEPH ZURFLUH

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

ERIK SAYLOR
SUE MITCHELL
TIARA GRUNDEN
SCOTT DREW

JP LACHAPELLE
DAILY TRIBUNE
WFHR/WGLX
NICK ABTS

Purpose of Meeting: **Regular Monthly Meeting**

Attendance: D. Duncan, T. Grunden, S. Mitchell, R. Bossert, D. Tremmel, J. Zurfluh, J. Bingham

Citizens: Matt Fletcher, Ben Martinson, Nick Abts(Legal Counsel)

Subjects Discussed, Action Taken, and Board Action Required:

1. ***Call to order:*** Meeting called to order by D. Duncan at 5:00 p.m.
2. ***Roll Call:*** All Present.
3. ***Approve the agenda:*** (Mitchell/2nd Grunden)
4. ***Approve the previous months minutes:*** **MOTION** (Mitchell/ 2nd Grunden) to approve minutes of the 5 November 2020 meeting. ***Motion carried, all Ayes.***
5. ***Public comments on agenda items:*** None
6. ***Committee Chairman's comments:*** None
7. **MOTION** to approve the ***Monthly Bills and Journal entries.*** (Grunden, 2nd Mitchell). This will be sent forward for the Village Board approval 12 January 2021, ***Motion carried, all Ayes.***
8. ***2021 Budget After Action Review.*** The administrator reviewed the 2021 Budget process that occurred over the past 6 months. Basically, highlighting the success and smooth process. Some small administrative adjustments in products and timings will occur, but the general process will remain the same. Some discussion on the citizen involvement and the Chair mentioned that in many cases the lack of involvement cites agreement in the numbers and the process, so we as a Village should not take offense. That's said we will continue to advertise our process and timings and ensure that citizens have many opportunities to interact during the process.
9. **MOTION** to Approve the Extension of the Village reimbursement of 80 hours of additional sick leave for COVID related events. Mitchell, 2nd by Grunden) All Ayes.

The Village of Port Edwards Plans to continue this for all employees, less any extension by Federal or State organizations. We will continue to offer up to 80 hours of subsidized emergency family leave, in addition to their current family leave authorized annually in the event they have a COVID related event as described below. In the event an employee requires more than this allocation we will present this with to our Village

Finance and Human resources Committee for action. For reference in 2020, the Village authorized only two employees 80- hours of “extra” family leave based on a COVID exposure and mandatory quarantine. One of these 80-hour periods were reimbursed by CAREs relief funding, the 2nd came too late in the year to request assistance.

10. 2021 Employee Handbook Review. The Administrator discussed the small changes and that we will be issuing this Policy handbook in the next few weeks to all employees and requiring they sign the acknowledgement page. after some legal review. No Board action required.

11. Mandating vaccine for Village staff discussion. There is no effort federally, state or locally to mandate the vaccine. Actually, a legislative proposal in Madison is being crafted to state that NO one can mandate making the vaccine mandatory. We will follow the distribution plan being executed by the State and being supervised by the County health department.

12. Correspondence received: None

13. Future Agenda Items:

14. Next meeting date: November 30, 2020 at 5:00pm

15. Adjourn: Adjourned at 5:24 pm. **MOTION** (Duncan, 2nd Grunden)

Dana Duncan – Chairman

Attached: See FHR packet dated 7 January 2021