

VILLAGE OF PORT EDWARDS

Port Edwards, Wisconsin

COMMITTEE: Finance & Human Resources

DATE: July 5, 2023

TO: BETSY MANCL

CC: LONN RADTKE

TIARA GRUNDEN

CALEB MCGREGOR

JEN MOORE

ERIK SAYLOR

JOSEPH ZURFLUH

DAILY TRIBUNE

WFHR/WGLX

NICK ABTS

RAYMOND BOSSERT

DIANE TREMMEL

JASON WORDEN

SCOTT DREW

Purpose of Meeting: Regular Monthly Meeting

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

Absent: R. Bossert

Citizens: Cary Smith, Todd Siems

Subjects discussed, Action, Taken & Board Action Required:

Regular Monthly Meeting

- **Call to Order:** Meeting called to order by Chairman Radtke at 10:00 a.m.
- **Roll Call:** All present from above.
- **Approve the agenda & previous month's minutes from 8 June, 2023:**
Motion (Grunden/McGregor) to approve agenda and 8 June, 2023 minutes. Motion carried. All ayes.
- **Public Comments on agenda items:** Cary Smith had some concerns/questions, but these were all from the last Public safety meeting and his comments will be directed to that committee.
- **Committee Chairman's comments:** None
- **Discussion then MOTION to approve the monthly bills, journal entries for previous month and financial report:** No discussion.
MOTION (Radtke/Grunden) to approve the monthly bills, journal entries for the previous month and financial reports. Motion carried. All ayes.
- **Discuss the Village Employee Handbook and recommended updates:** There was discussion regarding various sections of the proposed Employee Handbook including (but not limited to) harassment language, weapons policy, and some admin changes. These questions will be sent to the Village attorney for clarification. MOTION (Radtke/McGregor) to accept the Village Employee handbook as of 12 JULY 2023 with the pending changes in language. All ayes.

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- **Old Business:** Update on the 3 TID grant submissions, Approval of the Mia Bella Salon grant for \$4000, Approval of the Mural project for \$6000. Pending approval of the Mission Coffee grant for \$54K. Moving forward all grant submission will come directly to the FHR committee for approval
- **New Business:** **MOTION** to approve the recommendation based on performance to elevate three Public Works employee's one grade level. (Radtke/ 2nd by Grunden) all ayes.
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- Total costs for the remainder of this budget cycle are less than \$2500 and has been incorporated in the Budget. No further employee actions should be pending this year for advancements.
 1. David Mock to Grade 2
 2. Caleb Peaslee to Grade 3
 3. Brady Reiman to Grade 4
- **Correspondence received:** None

Agenda items for next meeting: Discussion on TID grants, Discussion on interim administrator search, Departmental Budget reviews.

- **Next Meeting date:** August 3, 2023 at 3:00 p.m.
- **Adjourn:** Meeting adjourned at 10:45 a.m.

Lonn Radtke - Committee Chairman