

Finance, Personal & Safety Committee
Markesan City Hall
September 8, 2016
Minutes:

Call To Order: Was at 8:00 pm

Roll Call: By Sign in Sheet:

Citizen's Comments: None

Emergency Management Report: none

Police Report and Schedule:

Part Time Vacancy: Ryan Nelson resigned. Chief Pflum reported that this opening will not be filled at this time.

Crossing Guard Situation: After open discussion, motion by Mayor Slate 2nd Ald. Zastrow to hire Donna Fletcher-Dykstra & Laverne Larson as substitute crossing guards. Motion Carried.

Two Hour Parking: The police department is requesting to put up 2 hour parking in front of the Work Out Room business on Water Street, in the area of the Bridge Street intersection. Motion by Ald. Zastrow 2nd Ald. Abendroth to have an Ordinance written up with the required 2 hour parking location. Motion Carried. Open discussion about other parking issues down town.

Margaret Street Vision Clearance: After an open discussion, it was decided that the Police Department will work with the Lions Club to address the issue of vision hazards on Hwy 44. The zoning ordinance, section 400-14 addresses the Vision Clearance requirements.

Clerk - Treasurer's Report:

Wisconsin Municipal Clerks Association Conference Report: Lavonne discussed the conference and the workshops that she attended. Election Commission and WRS changes were some of the topics discussed.

2017 Budget Preparations: Open discussion. The Excel worksheets should be out within the next 2 weeks.

Old Business:

Request for Proposal for Auditor Service: Open discussion. The Request for Proposal for Auditing Services was reviewed, motion by Mayor Slate 2nd Ald. Henke to approve the request and post. Motion Carried.

Employee Manual Review: Open discussion. The following motions were made:

1. Motion by Ald. Zastrow 2nd Ald. Abendroth to keep the current time off categories (therefore not use one "paid time off" bank). Motion Carried.
2. Motion by Mayor Slate 2nd Ald. Abendroth to keep the current Holiday time off as listed in the existing handbook (76 hours total). Motion Carried.
3. Motion Mayor Slate 2nd Ald. Abendroth to keep the current Vacation Policy as listed in the existing handbook. Motion Failed, 2-3.
4. Motion Ald. Henke 2nd Ald. Abendroth to designate Year 1 as the Year of Hire and prorate 1 week of vacation based on hire date. Motion Carried.

5. Motion Ald. Henke 2nd Ald. Abendroth to adopt “years 2-7” through “21 years or more” of the proposed vacation policy as presented in the draft handbook, with year 2 being the 1st full calendar year of service. Motion Failed 2-3.
6. Motion Ald. Henke 2nd Ald. Abendroth to adopt the vacation policy as presented in the draft handbook, with the addition of the item from motion #4 above. Motion Failed, 2-3.
7. Motion Ald. Abendroth 2nd Mayor Slate to have the City Clerk write out the revised vacation policy as discussed, with examples, and present it to the Council. Motion Carried.
8. Motion by Mayor Slate 2nd Ald. Abendroth to remove vacation carry over days. Motion Failed, 2-3.
9. Motion by Ald. Henke 2nd Ald. Bieszki to allow up to a maximum of 25% of the allowable vacation days to carry over to the next year with a total accumulation not to exceed 30 days. Motion Carried, 3-2.
10. Motion by Ald. Zastrow 2nd Ald. Abendroth to adopt a maximum accumulation of 720 hours to be carried over for sick days. Motion Carried.
11. Motion Ald. Bieszki 2nd Ald. Henke to adopt the revised FMLA language as presented in the draft handbook. Motion Carried.
12. Motion Ald. Abendroth 2nd Mayor Slate to remove Employee Assistance Program. Motion Carried, 3-2.
13. Motion Mayor Slate 2nd Ald. Zastrow to adopt the revised weapons policy as presented in the draft handbook. Motion Carried.

Review and approval of Vouchers Payable: Motion Ald. Abendroth 2nd Ald. Henke to approve Vouchers Payable. Motion Carried

Adjournment: 9:55 pm motion for adjournment Ald. Abendroth 2nd Ald. Henke. Motion Carried.

Submitted by Chair Stephen Bieszki