

AGENDA
THURSDAY JUNE 5, 2014 6:30PM
PERSONNEL & WAGE COMMITTEE OF THE VILLAGE OF LENA BOARD
MUNICIPAL BUILDING BOARD ROOM
117 E MAIN ST, LENA WI. 54139 www.villageoflena.net

1. Call to Order/Members Roll Call
2. Approval of Agenda
3. Approval of Committee Minutes of Previous Meeting
4. Communications
5. Duties/Responsibilities of Personnel & Wage Committee
 - a. (see attached Suggestion for Code of Ordinance amendment)
6. Review of Employee Handbook:
 - a. Salary, Overtime, Benefits and Duties (includes comp time; see attached P&W report to board 06/17/13 and Suggestion)
 - b. Hours (see attached Suggestion)
 - c. Pay Period – due to upcoming switch to bi-weekly payroll (see attached Suggestion)
7. Full time/Part time employees and benefits
8. ETF Bulletin – Insurance Options for 2015 (attached)
9. Announcements/Informational Item Only (no action to be taken)
10. Items for next Agenda
 - a. Continue review of Employee Handbook
11. Set next Meeting Date
12. Adjournment

Any person with a disability as defined by the Americans with Disabilities Act and needs a special accommodation while attending this meeting, should contact the Village Clerk at 117 E Main St or phone 920-829-5226 during regular business hours at least 24 hours prior to the meeting so reasonable arrangements can be made.

It is possible that members of, and possibly a quorum of members of other governmental bodies of the Village of Lena who are not members of the above committee, commission or board may be in attendance at the above stated meeting to gather information. However, no formal action will be taken by any governmental body at the above stated meeting, other than the committee, commission or board identified in the caption of this notice.

C: Committee, Village President, Clerk, Posting, Media, Website

By ___TLH___ Date Posted _____