

**Village of Lena**  
**Personnel & Wage Committee Minutes**  
**July 9, 2014**

(Draft – unapproved)

Present: Terry Hinds, Linda Hinds, Judy Patenaude

Also present: Charlene Meier

Agenda - Motion by Judy P. to approve the agenda as printed. Motion was second by Linda Hinds. Motion carried.

Minutes: Judy P. made the motion to approve the minutes from June 5, 2014. Linda Hinds seconds the motion. Motion carried.

Communications – Terry stated the Village received a resignation letter from Dara Stangel, Deputy Clerk. Terry stated that the Finance committee wanted the Village board opinion and how to handle the vacancy.

Review of Employee Handbook: General information – tabled.

Call out time – a hand out was given to each trustee to review. Discussion followed and revisions were made. More clarification was needed as to “Call in” pay and attending regular monthly meeting pay.

Wisconsin Wage Payment & Collection Law – Trustees were given documentation on the State law.

Closed Session: Per WI State Statutes 19.85 (1)(c) for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility – to discuss compensation, hourly rates and payments thereof of village employees. Linda H. made the motion to convene to closed session. Judy P. seconds the motion. Motion carried at 7:25 p.m. Open session- Linda H. made the motion to reconvene to open session per WI State Statute 19.85 (2). Judy seconds the motion. Motion carried. Motion was made by Judy P. to increase the Solid Waste Operator to \$20.00 per hour. Linda H. seconds the motion. Motion carried. Judy P. made the motion for the all recycling attendants to received \$11.87 per hour. Linda H. seconds the motion. Motion carried.

Announcements/Information Items – ID badges for Village workers can be done the IT Dept. at the County for a cost of \$5 each badge and a \$25 setup fee. The police dept.’s social media policy was given to each trustee as an item to be considered for the employee handbook. Items for next agenda: 2015 health insurance rates, 2015 wages.

Set next meeting date – regular monthly meeting is scheduled for August 5, 2014.

Adjournment – Judy Patenaude made the motion to adjourn the meeting. Linda H. seconds the motion. Motion carried at 6:36 p.m.

Respectfully submitted,

Charlene J. Meier  
Clerk/Treasurer

DRAFT