

**EAST TROY
VILLAGE BOARD MINUTES
July 6, 2015
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Call Meeting To Order; Pledge of Allegiance

Clerk Treasurer Suhm verified the meeting was posted according to law.

Roll Call:

President Timms called the meeting to order at 6:30 p.m.

Present: President Timms, Trustees Fred Douglass, Linda Kaplan, Forty Renucci, Scott, Seager, Dusty Stanford and Ann Zess

Excused:

Others: Chief Boyes, DPW Miller, Clerk-Treasurer Suhm

Citizen Participation

No citizen participation.

Consent Agenda

(One motion and second will approve all of the following items. Any item may be pulled from the list and voted on separately.)

- 1. Approval of Minutes – 6/22/2015, 6/29/2015**
- 2. Operator’s License – Caryn K. Rodman, Danielle N. Morris**
Motion by Trustee Stanford, second by Trustee Douglass to approve the consent agenda.
Motion carried with Trustee Kaplan abstaining from Danielle N. Morris.

Miscellaneous Business

- 1. Consideration of posting vacant position in Department of Public Works due to retirement**
DPW Miller informed the Board Edgar (Bud) Eddy officially turned in his retirement notice with a final date of 8/14/2015. He asked the Board to consider posting the position with a rate of pay between \$18-23 per hour, depending on qualifications. Discussion occurred regarding concerns expressed that the Board authorized a part-time position to be full time in fall of 2014 in anticipation of this retirement. Discussion also occurred regarding the need for the Board to review a job description prior to authorizing a new position. In response to concerns, DPW Miller expressed his concerns regarding the CMAR report before the Board that evening, items that were not addressed in it and new requirements the Village will need to comply with in the near future as well as outsourcing of work.

Motion by President Timms, second by Trustee Douglass that DPW Miller create a job description for this position and bring it back to the Board for review. Motion carried 6-1 with Trustee Stanford voting no.

- 2. Consideration of authorizing apprenticeship position at the Wastewater Treatment Plant**
Jacob Kinkade, WWTP Manger, distributed a memo for the Board explaining the apprenticeship program and its benefits to the Village. DPW Miller explained the position was not budgeted for in 2015, estimating \$10,000-\$12,000 for the remainder of this year. DPW Miller advised if a shortfall were to occur surplus funds are available to cover the wages in 2015.

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Motion by Trustee Stanford, second by Trustee Zess to authorize an apprenticeship position at the wastewater treatment plant.

Discussed the apprenticeship program is a 3-year program and the individual would be licensed by completion. At the end of the program it is the Village's option whether or not a permanent position will be authorized for that individual.

President Timms called for a vote on the motion. Motion carried.

3. Consideration of approving proposed amendment to personnel policy related to internal posting of vacancies requirement

Motion by Trustee Renucci, second by Trustee Stanford to approve the proposed amendment to the personnel policy. Motion carried.

Ordinances & Resolutions

1. Ordinance 2015-03 - An ordinance to amend the Village's comprehensive plan for Parcel Number RA314100001, designated as Planned Business Office to General Industrial

a. Public Hearing

President Timms opened the public hearing at 6:32 p.m. Mary Nicoson questioned if this was the property off of Honey Creek Road. President Timms explained it is the 82-acre parcel on the south side of Honey Creek Road. With no other comments, President Timms closed the public hearing.

b. Consideration of approving Ordinance 2015-03

Motion by Trustee Stanford, second by Trustee Zess to approve Ordinance 2015-03. Motion carried.

2. Resolution 2015-09 – 2014 Compliance Maintenance Annual Report (CMAR)

DPW Miller stated the final page of the report provides a good summary and indicates the Village is doing well. The report indicates a grade of A for everything. However, he explained next year when the Village has a new permit and the CMOM program is up and running the Village will likely not remain in that position. At this time his department is working to develop CMOM (Capacity, Management, Operation and Maintenance) program to address this concern.

Motion by Trustee Stanford, second by Trustee Douglass to approve Resolution 2015-09. Motion carried.

Closed Session

Adjourn to closed session pursuant to Wis. Stats. 19.85(1)(c) to consider employment, promotion, compensation or performance evaluation data of any public employee which the governmental body has jurisdiction or exercises responsibility. (admin & police)

Motion by President Timms, second by Trustee Renucci to adjourn to closed session per Wis. Stats. 19.85(1)(c) at 7:04 p.m. Motion carried on a roll-call vote.

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Reconvene in Open Session

Motion by President Timms, second by Trustee Renucci to reconvene in open session. Motion carried.

Possible action on closed session matters

Motion by President Timms, second by Trustee Douglass to increase the Benefits Coordinator position to 25 hours per week, effective with posting the position for a new employee. Motion carried.

Motion by President Timms, second by Trustee Douglass to authorize the posting of two part-time positions in the police department for police clerk/code specialist positions with a maximum of 45 hours combined. Motion carried.

Adjourn

Motion by Trustee Douglass, second by Trustee Renucci to adjourn at 7:38 p.m. Motion carried.

Respectfully Submitted,

Eileen Suhm
Clerk-Treasurer