
Joint Personnel & Utility Personnel Committee Meeting
Tuesday January 28, 2025
6:30 at City Hall
MINUTES-AMENDED



Members present: Richard Evans, James Ronge, Kay Marose, and Mayor Wegener

Utility Members: Robert Affeld, Bart Coons, Ross Canniff

Members absent:

Also, Present: Chief Dave Beal

1. Meeting called to order at 6:30 pm.
2. Coons /Canniff motion to approve amended agenda. Motion carried.
3. Ronge / Evans motioned to approve the January 14, 2025, minutes. Motion carried.
4. Public Comment: None
5. **Review, Discuss, and Take Action on Section 202 Overtime-Consider precedent setting letter from the City dated October 11, 2024, regarding the requirement to flex time to avoid overtime.**
Marose/Ronge motion to retract the letter of October 11, from the City to Jacob Caltagerone regarding exempt status and overtime pay and leave section 202 unchanged. Discussion - The chair shared with the committee that she had reviewed FLSA regarding overtime and all hourly employee's eligibility for overtime pay under the same conditions. Since the Personnel policy is silent on forcing flex time to avoid overtime as was required of Mr. Caltagerone, either the Personnel policy must be amended, or the letter should be retracted. Members of the committee disagreed with that position. Some members of the committee are of the opinion that the letter just applied to Mr. Caltagerone and not to the Recreation Director position. There was also discussion of changing the overtime but not the exempt status. The chair explained the benefits of going back to an exempt status. Roll call vote: Marose -aye, Coons -aye, Canniff – no, Ronge -no, Affeld no, Evans -no. Motion failed
6. **Review, Discuss, and Take Action on Section 201 Hours of Work.**
Affeld reported that the Utility Commission is waiting for a written legal opinion regarding Section 201. This matter will be placed on a later agenda.
7. **Review, Discuss, and Possibly Approve to Hire Previous Recreation Director to work remotely to Handle Registrations until a new director is hired.**

Removed from agenda – offer was rescinded.

8. Discuss the Possibility of Employee Bonuses.

No action was taken on the possibility of employee bonuses.

9. Update on Information gathered regarding the Use of Time Clocks.

Affeld shared that the municipalities he contacted did not use time clocks. The Chair shared that at the monthly meeting with Department Heads they were not in favor of time clocks. The Department Heads believed that there are adequate processes laid out in the Personnel Policy to deal with any tardy employees. They also expressed concern that the time clocks and the current payroll system used to record their time would not match up, thereby created additional work. Affeld will bring it back to the Utility Commission.

10. Update on Recruitment of Someone to Take Meeting Minutes.

Ronge reported that he had contact with someone at Dodgeland regarding students that may be interested in taking meeting minutes. Ronge will follow-up on this matter.

Adjourn to Closed Session as Per WI Stat 19.85 (1)(C) Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

a. Employee fit for duty evaluation

Marose/Ronge motion to go into closed session Per Wi Stat 19.85 (1)(C) Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Roll call vote taken. Motion carried. Went into Closed session at 7:10.

11. Reconvene to Open Session as Per WI Stat 19.85(2) and Disclose Findings if any.

Marose/Ronge motion to return to open session. Roll call vote taken. Motion carried. Went back into open session at 7:35. Conclusion of a “fit for duty” evaluation was shared with the committee members. ~~Next steps in the process were determined.~~

12. Old Business- Due to the confusion because of the discussion at the Council meeting the committee reviewed the status of filling the Recreation Director’s position. On January 14th the Personnel Committee voted to fill the position using the current job description and noting that it is an hourly position.

13. New Business- Chief Beal gave an update on his recruiting efforts to fill the SRO position as well as the vacant position.

14. Set Date and Time for Next Meeting: Tuesday, February 25, 2025, at 6:30 pm

15. Ronge / Evans motioned to adjourn the meeting at 7:47 pm. Motion carried.

Minutes Reported By:

Kay Marose