

Closed session entered into by motion from Nolan and 2<sup>nd</sup> from Blackstock at 6:40 with vote: 5-0.

Evans began the conversation by pointing out that Russ Hancock had quit his position with the village as a maintenance worker and asked if Hancock's pay could be split among the remaining employees. Blackstock explained that there is another worker that has been given the hours that were vacated by Hancock, therefore; there was no "extra" pay available.

Blackstock explained that there is no budget currently due to the fact that all of the numbers are not in yet but she is scared for the outcome once all the numbers are looked.

The following discussions were had on the noted positions:

Treasurer:

Blackstock explained that lowering the salary of the Treasurer may be in line given the fact that the Treasurer is new. Nolan pointed out that the current salary averages \$104.00 per week. McCormick explained that Mrs. Shelley was accepting of the current salary being offered. Albers felt the amount was low but agreed to leave the current amount in place for the next fiscal year.

Recommendation for Treasurer:

Current salary of \$5,409.50/year will remain the same.

Attorney:

It was discussed that the attorney sets his own fees therefore; nothing shall be done to the pay schedule for the Village Attorneys.

Water Superintendent:

Nolan questioned why the sampling and testing cost \$365.00 to this McCormick explained that is what is paid because of the frequency of testing and drive to lab that was included. Blackstock suggested leaving the current amounts the same. There was discussion about concerns if K. Albers were to quit the position.

Recommendation for Water Superintendent:

Increase per hour pay by 3% making final pay schedule equal \$13.80 plus \$365.00 for sampling/testing.

Building Inspector:

There was discussion about what the position of building inspector entails, i.e. how many visits to the site of said permit requests etc.

Recommendation for Building Inspector:

The current pay schedule of \$30.00 per permit will remain the same.

Village Clerk:

There was discussion about the combining of the water billing clerk position with the village clerk position and all of the duties involved with combining the two. McCormick explained that the water billing clerk had been paid hourly versus the village clerk being paid salary plus meetings. The numbers of hours per week were also discussed.

Recommendation:

The hourly wage for the Village Clerk with the combined duties of the water billing clerk will be raised to \$12.50/hour and the position will be paid \$65.00/meeting regardless if it is a board meeting or committee meeting. The village clerk will work 35 to 40 hours per week and be given 35 hours/ year (equivalent of 5 working days at the minimum 7 hours/day) of personal time to be used as requested.

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Police Chief:

There was discussion about the job performance and the fact that Hodgson has been reappointed every year for approximately 20 years. Blackstock stated that she felt at least a 3% raise would be in order. Nolan explained that the Village of San Jose is paying their chief well below any of the surrounding communities that she has talked with. Nolan also explained an incentive bonus that is offered in some of the surrounding communities for consideration.

Recommendation:

The hourly wage for the Police Chief will be increased by 3% to \$18.54/hour with the current 4 weeks' worth of annual vacation to stay the same.

Part-Time Police Officers:

Blackstock suggested that the current rate of \$13.00/hour stay the same. Thomas expressed that it should be raised by 3%, same as the police chief. Job performance and evaluations were explained by McCormick for all village personnel.

Recommendation:

The hourly wage for the Part-Time Police Officers will be increased by 3% to \$13.39/hour with the current 10 hours of personal time (equivalent of 2 working days at the minimum of 5 hours/day) to remain the same.

Maintenance Supervisor:

There was discussion about designating this position as full-time. The difference between full and part time employees was discussed. There was discussion about the number of hours this position would be allowed to work was discussed.

Recommendation:

The hourly wage for the Maintenance Supervisor will be raised to \$14.00/hour and personal time will increase to 35 hours/year (equivalent of 5 working days at the minimum 7 hours/day). There will also be no limit placed on the number of hours allowed in a work week.

**\*\*Note\*\*** Trustee Evans was excused from the meeting by Mayor McCormick.

Part-Time Maintenance:

There was discussion about Ben McCormick taking the position five days/week and that this would utilize the hours vacated by R. Hancock.

Recommendation:

Ben McCormick to work as Part-Time Maintenance five days per week and that the hourly salary will be raised 3% to \$10.30/hour with the personal time of 18 hours (equivalent to 3 days at the minimum 6 hours/day) would remain the same.

Part-Time Maintenance:

There was discussion about the frequency of a third maintenance worker being needed.

Recommendation:

The hourly wage for the third part-time maintenance worker would remain the same at \$10.00/hour and that person will be used on an as needed basis as deemed by the Maintenance Supervisor.

Cleaning:

There was discussion about changing the pay schedule to reflect one rate of payment; hourly versus per cleaning.

Recommendation:

The rate of \$25.00/cleaning will include cleanings done at village hall, lodge or police office.

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Mosquito Spraying:

Recommendation: Current rate of \$60.00/spray will remain the same.

Zoning Board Chairman:

Recommendation: Current rate of \$35.00/meeting will remain the same.

Zoning Board Trustee:

Recommendation: Current rate of \$25.00/meeting will remain the same.

Thomas made motion to leave closed session and return to regular session at 7:53pm with 2<sup>nd</sup> from Albers. Vote: 4-0

Recorded by:  
Stacy Coon  
Village Clerk