

SAN JOSE VILLAGE HALL**CALL TO ORDER****POLICE:**

- Insurance
- Equipment
- Maintenance
- Ordinance Follow Up

GENERAL:

- Employee Handbook

Meeting started at 5:05pm

Attendance: McCormick, Albers, Thomas, Nolan

Skelton arrived at 5:55

Hodgson and Spickard

Insurance: McCormick explained the various quotes that he had gathered on insurance for full-time employees (Hodgson). The Village pays 80% of the premium with the employee paying the other 20%.

Albers asked Hodgson his thoughts and/or concerns about the various plans presented. There was an explanation given by McCormick about adding a family member and who would be responsible for premium payment which would be the employee.

Recommendations:

- Change 2-% at the March financial meeting
- Hodgson will pay the premium for daughter over the next three pay periods plus his normal deduction for his portion of the premium at \$142.05 plus \$30.00 which takes care of the premium on daughter until 3-5-2013.
- Hodgson will speak with his spouse in regards to insurance company quotes and report back to the board by the February board meeting.

Equipment: McCormick stated that all officers need to stay on top of broken equipment and get any repairs needed turned in ASAP. Discussion about the second squad car being ready for service at all times. Hodgson reported that the radio has been replaced in the old squad car and the hand held radar will be replaced when repairs on it are finished.

Recommendation:

- Let someone know that equipment is broken

Maintenance: There was discussion about the amount the Village gets charged for repairs to the police vehicles. Albers made suggestion to get quotes prior to repairs being made. It was pointed out that there would be liability involved if the village maintenance personnel did repairs on the squad car.

Recommendation:

- Gather multiple bids outside of routine maintenance. i.e. filters, tires, spark plus, tune-up, etc.

Ordinance follow-up: Thomas asked why there was no monthly ordinance list of outgoing ordinances or follow up findings reported at the recent board meeting. Hodgson reported that the list had been lost and that the next follow-up is scheduled for 1-28-13.

Recommendation:

- Requested monthly updates to be given to the board at each monthly meeting with a copy going to the Mayor and Police Chief also.

Nolan informed Hodgson on a comment made where Melton stated that he had been instructed to not issue a speeding ticket unless a vehicle was going over 55 mph. To this Hodgson responded, "That is a point blank lie". Nolan asked at what speed is a ticket issued and Hodgson responded that typically is was 10 mph over posted speed limit. McCormick suggested possibly stopping people and making a contact with them even if a speeding ticket is not issued and then log the contact into the daily log book. Spickard explained that a ticket written for less than 10 mph over is easier to be thrown out by a judge due to the accuracy of radar guns. Thomas suggested that if citizens were to see the lights of the squad car on because of traffic stops more often then maybe it would settle things down and help to slow people down.

Handbook: Discussion about rewording a sentence in the over-time section to read: Anything over normal working hours to be considered over-time and the mayor or a board member shall sign off on the hours as soon as possible. There should also be a \$50.00 allowance for boots yearly, unless proof of a need is shown, for the maintenance personnel to be included in the work attire. Coon is to make these changes and have the finished handbook ready for inspection and decision at the February board meeting.

McCormick explained to Skelton what was discussed at the beginning of the meeting pertaining to the insurance for full time employees.

Meeting adjourned at 6:20 pm.

Recorded by: Stacy Coon, Village Clerk