

**VILLAGE OF WAUSAUKEE
WATER & SEWER UTILITY
COMMITTEE MEETING**

(COMMITTEE MEMBERS: ROSIE FIGAS, HILBERT RADTKE, KELLEN STUMBRIS)

**TUESDAY, AUGUST 25, 2009
WAUSAUKEE VILLAGE HALL
428 HARRISON AVENUE**

IMMEDIATLEY FOLLOWING: Special Board Meeting

MINUTES

1. Call to Order – Chairperson Rosie Figas called the meeting to order at 6:15 pm. Committee members in attendance were Hilbert Radtke and Kellen Stumbris. Also in attendance were Village Trustees Julie Parkansky, Randy Schmidt, and John Ranallo, Village President Jeff Townsend, Village Clerk Toshia Ranallo, and Village Treasurer Sara Pullen.
2. Audience to Anyone Wishing to Speak – None.
3. Approval of Agenda – Radtke made a motion seconded by Stumbris to approve the agenda as printed. Motion carried.
4. Discussion – Employee Log Books – Figas stated that the log books of all the Water & Sewer Utility employees have been provided to aid the Committee in establishing set hours. She asked the Committee if the Village should hire one full-time operator or continue with two part-time people. Trustee Ranallo suggested offering benefits on levels of service. He used an example of increasing benefits after 3 to 5 years of service and then again after 10 years. Radtke stated that the Water & Sewer department does not have to be structured like the Streets Department. Townsend agreed saying that it should have its own wage structure. Schmidt stated that he has a problem with two part-time people setting their own hours. He continued that the Village, as an employer, has lost continuity and he would like the Board to gain back its control. Radtke stated that he believes the Board needs to enforce its old policy about not hiring employees who live more than eight miles outside Village limits. Townsend suggested setting hours as follows: one person works 7 am to 12 pm; the other person works 11 am to 4 pm Monday through Friday. Figas asked the Committee if they would like to go to one full-time person or try these set hours first. The Committee decided to try and implement the set hours first. A motion was made by Stumbris and seconded by Radtke to recommend to the Board that one Water & Sewer part-time operator work 7am to 11am and the other work 11am to 3pm, Monday through Friday with all work documented in log books. Motion carried. Radtke added that extra hours would be added each week for checks on the weekends. Figas stated that on the next agenda, she would like to address employees working outside their prospective departments. She continued that her thought is that if an employee is working outside his/her department without approval, that employee should not be paid. She stated that any work outside of their department must be at the request of the department head or the Village President. She added that the Clerk needs to be informed of such requests. Figas and Radtke both agreed that log books should be

available for viewing at every Board meeting. It was also mentioned that seasonal employee ending dates should be on the next agenda.

5. Discussion – Water/Sewer Budget – The Committee will set a Water & Sewer budget meeting at the September regular Village Board meeting.
6. Adjourn – Radtke made a motion seconded by Stumbris to adjourn at 7:35 pm. Motion carried.

Posted on (August 26th, 2009)
At (12:00 pm) by (SP)

NOTICE IS HEREBY GIVEN THAT SOME VILLAGE BOARD MEMBERS WHO ARE NOT MEMBERS OF THIS COMMITTEE MAY ATTEND THIS COMMITTEE MEETING SO AS TO CONSTITUTE A QUORUM AND A MEETING OF THE VILLAGE BOARD. ANY SUCH BOARD MEMBERS ATTENDANCE WILL BE EXCLUSIVELY FOR INFORMATION PURPOSES, DISCUSSION, AND/OR RELATED PURPOSES. THE VILLAGE BOARD WILL NOT TAKE ANY OTHER ACTION AT THE COMMITTEE MEETING.

PLEASE NOTE: UPON REASONABLE NOTICE, EFFORTS WILL BE MADE TO ACCOMMODATE THE NEEDS OF DISABLED INDIVIDUALS THROUGH APPROPRIATE AIDS AND SERVICES. FOR ADDITIONAL INFORMATION OR TO REQUEST THIS SERVICE, PLEASE CONTACT THE VILLAGE CLERK WITHIN TWO BUSINESS DAYS PRIOR TO THE MEETING SO THAT ANY NECESSARY ARRANGEMENTS CAN BE MADE AT (715) 856-5341.