

**VILLAGE OF WAUSAUKEE  
HEALTH, WELFARE, & PERSONNEL  
COMMITTEE MEETING**

*(COMMITTEE MEMBERS: JULIE PARKANSKY, ROSIE FIGAS, JEFF TOWNSEND)*

**FRIDAY SEPTEMBER 18<sup>th</sup>, 2009**

**WAUSAUKEE VILLAGE HALL**

**428 HARRISON AVENUE**

**9:00 AM**

**Unapproved**

**MINUTES**

1. Call to Order – President Townsend called the meeting to order at 9:00 am. Committee member Rosalyn Figas and Village Clerk Toshia Ranallo was present. Julie Parkansky was not present.
2. Approval of Agenda – Rosalyn Figas approved the agenda.
3. Audience to Anyone Wishing to Speak – none
4. Discussion – Employee Handbook – The employee handbook had been sent to Attorney Kim Coggins for review. Per Coggins suggestions, the committee made the following changes to the handbook:
  - a. Accumulated paid time off will be paid at the regular rate upon retirement. Employees will be compensated up to 40 hours of regular pay per year in lieu of time off.
  - b. The Village will reimburse the employee who has been selected to serve jury duty only. The amount reimbursed shall be the difference between jury duty pay and regular wages for up to 40 hours per year. The employee must provide proof of amount paid for jury duty to the Village Clerk.
  - c. Original log sheets will be turned in daily to the Village Clerk.
  - d. Call out time must be approved by the Village President or their designee.
  - e. The Clerk and Treasurer shall also be responsible to perform any other duties which may be required applicable state laws or regulations.
5. Adjourn – Rosalyn Figas adjourned the meeting at 9:55am.

Posted on (September 18<sup>th</sup>, 2009)

At (2:00 PM) by (TR)

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.
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