

FINANCE/PERSONNEL MINUTES

March 18th, 2021

At 6:00 p.m. Chairman David Dahlke called the meeting to order and noted compliance with the open meetings law.

Members Present: Allen, Bauman, Dahlke

Others in attendance: Jeremiah Conley, Owen Mergen, Elgin Bulin

Moved by Bauman, second by Allen, to adopt the agenda as posted. Motion Carried

- Aye – 3 (Dahlke, Allen, Bauman)
- Nay – 0
- Motion Carried

Moved by Allen, second by Bauman, to adopt the minutes of the 1/14/21 & 2/11/21 Finance/Personnel Committee meetings

- Aye – 3 (Dahlke, Allen, Bauman)
- Nay – 0
- Motion Carried

NEW BUSINESS:

- A. The Committee considered proposed recommended changes to the Policy Manual regarding governance of Village staff and reporting responsibilities. Feedback was provided by committee members and Clerk/treasurer Mergen was directed to make proposed changes and report back to the Committee. No formal action taken.
- B. Clerk/Treasurer Mergen presented his proposal regarding his desire to work a hybrid remote/in person schedule following the delivery of his child. Moved by Allen, second by Bauman, to recommend to the Village Board the approval of a schedule arrangement consisting of the following:
 - o Using 40 hours of sick time following the delivery of his child
 - o For the following 5 weeks, Mergen is to work a minimum of 8 hours/week in the office
 - o For the following 5 weeks, Mergen can work, at most, 32 hours remotely
 - o Mergen is to acquire and use a Village owned cell phone and laptop for remote attendance
- Aye – 3 (Dahlke, Allen, Bauman)
- Nay – 0
- Motion Carried
- C. Moved by Allen, second by Bauman, to approve monthly expenditures
- Aye – 3 (Dahlke, Allen, Bauman)
- Nay – 0
- Motion Carried

ADJOURN: Moved by Bauman, second by Allen, to adjourn at 6:35 p.m.

- Aye – 3 (Dahlke, Allen, Bauman)
- Nay – 0
- Motion Carried

Respectfully submitted,
Owen Mergen, Clerk/Treasurer