

Minutes of the Village of Newburg  
Personnel & Finance Committee  
October 1, 2013

The meeting of the Village of Newburg Personnel & Finance Committee for Tuesday, October 1, 2013, was called to order. Roll call of officers and trustees was performed. Present were committee members: President Sackett, Trustee Thies, Trustee Huebner, Administrator/Clerk Goeckner and Treasurer DeWeese. A motion was made by Trustee Thies and seconded by Administrator Goeckner to approve the minutes of the June 20, 2013, meeting with any corrections or additions. Motion passed 5-0.

**New Business**

1. Discussion and possible action on changing the position classification of the Superintendent of DPW and Sanitary from salaried to hourly, per the Fair Labor Standards Act (FLSA). A motion was made by Administrator Goeckner and seconded by President Sackett to change the hourly rate for DPW/Sanitary to \$18.70 including meetings, eliminate the \$20 per meeting, change the Sanitary salary to hourly at \$21.24, and pay Paul Becker overtime pay due for the last two years. Motion passed 5-0.
2. Discussion and possible action on changing the position classification of the Deputy Clerk/Treasurer from salaried to hourly, per the Fair Labor Standards Act (FLSA) and change in benefit package. A motion was made by Trustee Huebner and seconded by Trustee Thies to keep the Deputy Clerk/Treasurer position salaried and recommend to the Board a change in accrued vacation policy possibly adding a day for each year of service after five years up to ten years. Motion passed 4-0, with Deputy Clerk/Treasurer DeWeese recusing herself.
3. Discussion and possible action on changing the rate of pay for the Village Administrator/Clerk as set by Resolution 05-2010. A motion was made by Trustee Huebner and seconded by Trustee Thies to send to the Board to review Resolution 05-2010 in regard to the Administrator's salary. Motion passed 4-0, with Administrator Goecker recusing himself.

A motion was made by President Sackett and seconded by Trustee Huebner to make item number four the last item to be discussed. Motion passed 5-0.

5. Discussion and possible action in establishing a snow removal maximum hours worked policy. A motion was made by Trustee Huebner and seconded by Trustee Thies to establish within forty-five days, the maximum hours an employee make work on snow removal, as a safety issue. Motion passed 5-0.
6. Discussion and possible action on the hiring of a part-time employee at Village Hall during peak payment collection periods (budgeted \$500). A motion was made by Trustee Huebner

and seconded by President Sackett to approve hiring a part-time employee if necessary to accept payments on heavy collection days. Motion passed 5-0.

7. Discussion and possible action on replacing the Village's heavy duty trucks. A motion was made by Trustee Thies and seconded by President Sackett to hold a Special Board meeting to discuss replacing the truck. Motion passed 5-0.
4. Discussion and possible action in recommending the annual budget for approval by the Village Board. A motion was made by Trustee Thies and seconded by Trustee Huebner to send the budget to the Board. Motion passed 5-0.

### **Old Business**

1. None

### **Adjournment**

A motion was made by Administrator Goeckner and seconded by Trustee Huebner to adjourn. Motion passed 5-0.

Rick Goeckner, Administrator/Clerk