



Village of Maine Minutes

Friday, June 16, 2017

Special Board of Trustee Meeting

Maine Municipal Center

6111 N. 44th Avenue

Wausau, WI 54401

The Board of Trustees of the Village of Maine held a Special Meeting on Friday, June 16, 2017 at 2:00 p.m. The Special Board Meeting was held at the Maine Municipal Center, 6111 N. 44th Avenue, Wausau, WI.

AGENDA

1. Call meeting to order – Betty Hoenisch, Village President
2. Interview potential public works employee candidates
3. Discussion and possible action on Public Works Employee Policy
4. Discussion and possible action to approve two public works employees
5. Adjournment

I certify that this agenda was posted at Red Granite Bar & Grill, Richard's Restaurant and Bar, Schmidt's Bar and the Maine Municipal Center, 6111 N. 44th Avenue, Wausau, WI 54401 on June 15, 2017.

Betty Hoenisch,
Village President

Friday, June 16, 2017 - Special Board Meeting

The Village of Maine Board of Trustees held a Special Meeting on Friday, June 16, 2017 at 2:00 p.m. The Special Board Meeting was held at the Maine Municipal Center, 6111 N. 44th Avenue, Wausau, WI.

President Hoenisch called the Special Board Meeting to order at 2:00 p.m.

Present at the meeting were President Betty Hoenisch, Trustee Tom Mullaley, Trustee Keith Rusch, Trustee Wes Schoepke and public works job applicants.

Interview potential public works employee candidates

President Hoenisch distributed the interview forms and explained how the Board would conduct the interview.

Public works job applicants that were interviewed:

- 2:00 p.m. - Robert Kleberg
- 2:45 p.m. - James Nohr
- 3:30 p.m. - Tim Baumann
- 4:15 p.m. - Christopher Anderson
- 5:00 p.m. - Michael Henaman
- 5:45 p.m. - Todd Hanke
- 6:30 p.m. - Lance Baumgartner

Discussion and possible action on Public Works Employee Policy

President Hoenisch distributed copies of the 2017 Public Works Personnel Policy. The Board reviewed the policy and discussed the starting wage and benefits for new public works employees.

Trustee Rusch made a motion to amend the pay rate for 2017 to read, full time public works employee pay rate at \$17.25 per hour and full time public works lead person at \$19.25 per hour. He also amended the new employee probation period portion of the policy to read an additional \$1.00 per hour pay increase at the completion of 60 days of employment. Motion were seconded by Trustee Mullaley. Motion carried.

President Hoenisch explained that the Personnel Policy was a very old policy that had been created approximately twenty years ago. The policy has been revised

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many times as benefits were added and/or changed. She also explained that when former employee Scott Czyan left the public works department it was discovered that two standards were being applied in the Personnel Policy. Some of the policy items were being calculated at the employees start date and some items were calculated by the calendar year. She stated it was important to amend the policy before the new employees come on board.

President Hoenisch explained how Marathon County Highway Department calculates their employee's vacation and pay.

Discussion followed on Maine's Personnel Policy and possible amendments.

Trustee Rusch made a motion to amend the Public Works Personnel Policy for vacation pay to read that new employees will accrue a day of vacation for every sixty days of employment. Motion was seconded by Trustee Mullaley. Motion carried.

Discussion and possible action to approve two public works employees

Discussion followed regarding the Village of Maine public works employee positions and the wonderful candidates that were interviewed. The Board discussed who would be the most qualified individuals to fill the vacancies.

Trustee Rusch made a motion to extend an offer of employment for two public works employees with lead person position to Robert Kleberg and full time employee position to Michael Henaman. Motion was seconded by Trustee Schoepke. Motion carried.

Adjournment

President Hoenisch called for a motion to adjourn.

Trustee Schoepke made a motion to adjourn at 7:25 p.m. Motion was seconded by Trustee Mullaley. Motion carried

Respectfully submitted and approved July 10, 2017.

Betty Hoenisch,

Village of Maine President