



VILLAGE OF WEBSTER

PERSONNEL MEETING MINUTES “With Full Board”

Wednesday – February 4, 2015

6:00 p.m. @Village Office

7505 Main Street West, Webster, WI

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- I. **CALL TO ORDER** – Village President, Jeff Roberts; called the meeting to order at 6:00 p.m.
 - II. **PRESENT** – Village President, Jeff Roberts; Member, and Member, Tim Maloney. Also Present: Trustee, Darrell Sears; Trustee, Kelsey Gustafson; Trustee, Greg Widiker and Clerk-Treasurer, Patrice Bjorklund. Absent: Member, Charlie Weis.
 - III. **INTERNATIONAL OPERATOR’S UNION EMPLOYEE CONTRACT DISCUSSION** – Village President, Roberts handed discussion over to Clerk-Treasurer, Bjorklund regarding recent discussion with Casey Aronson, Union Representative for the International Operator’s Union. She stated that per a recent e-mail she had received and a phone call, Mr. Aronson noted that Jay Heyer and Dean Phernetton would like to participate in that union. They did not vote at the May 2014 Election, therefore their contract with the union and the Village of Webster expired on December 31, 2014. They would like to vote in the upcoming May 2015 election and have a contract again with the union and the Village of Webster. Consensus of the board was to meet with Mr. Aronson as well as Mr. Heyer and Mr. Phernetton to discuss this. This will be done in the near future at a Personnel Committee Meeting.
 - IV. **INTERNATIONAL OPERATOR’S UNION EMPLOYEE BENEFITS DISCUSSION** – Clerk-Treasurer, Bjorklund discussed Mr. Heyer’s and Mr. Phernetton’s desire to participate in the Operator’s Engineers Health Insurance plan. Currently, they are covered through August 2015. The village board will not have to contribute on their behalf and neither will they. There was an issue of Mr. Heyer being covered under Medica Insurance for January and February of 2015. Mr. Phernetton was not covered for February due to an error in his submittal of his application before the end of 2014. Discussion also took place amongst the board about H.S.A. contributions that were made for the employee’s for 2015. Each employee had \$2500.00 placed in a Bremer H.S.A. account at the beginning of 2015. Member, Maloney stated that he would like those monies paid back if they participate in the union health insurance plan. His reasoning was that the village board offered those monies to all full-time employees as a way to help with the increased cost of the higher deductible insurance plan through Medica that was implemented for 2015. The board agreed. Motion was made by Member, Maloney to have Clerk-Treasurer, Bjorklund along with Village President, Roberts draft a letter to Mr. Heyer and Mr. Phernetton to request the H.S.A. monies be returned to the village for good faith to obtain union insurance. Motion was seconded by Trustee, Gustafson. **Motion carried 5-0.**
 - V. **EMPLOYEE SAVINGS POLICY DISCUSSION** – Discussion took place regarding employee savings accounts through the village. The village will have Clerk/Treasurer, Bjorklund discontinue issuing savings reimbursements checks that are deducted from employee’s checks for that purpose. An employee may have Clerk/Treasurer, Bjorklund have a portion of their paycheck deposited via direct deposit into a designated savings account at their personal bank. Member, Maloney would like to see a deposit amount that does not change be adapted in the direct deposit form that Clerk-Treasurer, Bjorklund has the employee sign. Motion to approve the Savings Policy was made by Trustee, Maloney; seconded by Trustee, Widiker. **Motion carried 5-0.**
 - VI. **EMPLOYEE BENEFIT POLICY DISCUSSION** – Discussion took place regarding employee benefit policy through the village. The village will have Clerk/Treasurer, Bjorklund only deduct from an employee’s paycheck those benefits that the village pays 90% for and the employee pays 10% for monthly as well at 15% contributed quarterly to retirement.. Only benefits the village offers will apply. Motion to approve the Benefit Policy was made by Trustee, Maloney; seconded by Trustee, Widiker. **Motion carried 5-0.**
 - VII. **MOTION TO GO INTO CLOSED SESSION PER WIS. STAT § 19.85(1) (c)** – Motion to go into closed session to discuss Webster Police Union Contract was made by Member, Maloney; seconded by Trustee, Sears. **Motion carried 5-0.** (Clerk-Treasurer, Bjorklund left the meeting at 6:40 p.m.)
 - VIII. **MOTION TO RECONVENE INTO OPEN SESSION PER WIS. STAT § 19.85 (2)** – Motion to reconvene into open session was made by Trustee, Gustafson; seconded by Trustee, Widiker. **Motion carried 5-0.**

IX. MOTION TO ADJOURN – Motion to adjourn the Personnel Committee Meeting at 7:20 p.m. was made by Trustee, Sears; seconded by Member, Maloney. **Motion carried 5-0.**

Respectfully submitted,

Patrice Bjorklund & Jeff Roberts

Clerk-Treasurer and Village President

February 5, 2015

***These minutes are subject to approval at next month's Regular Meeting.