



Regular Village Board Meeting
Monday, December 11, 2017 – 6 pm
Campbellsport Municipal Center
Community Room – 470 Grandview Avenue

The meeting was called to order at 6:00 pm by PR Krebs. All members were present.

TR Hafemann made the motion to accept the consent agenda as presented, seconded by TR Wenzlaff. Motion carried. (Aye-7, Nay-0)

TR Serwe made the motion to approve the operator license for Joshua Ramthun, seconded by TR Muraski. Motion carried (Aye-7, Nay-0)

Discussion took place on placement of a “Welcome to Campbellsport” sign that originally was going to replace the current sign along County Road V North by the Campbellsport Middle-High School. The property owner where the current sign is does not want to grant the Village easement at this time because they might sell the property soon. It was then discussed to place the new sign donated by the Lions Club near the lift station on County Road V South, by Valley View Drive. This property is owned by the Village. **TR Harvey made the motion to place the new sign donated by the Lions Club on County Road V, South, seconded by TR Hafemann. Motion carried. (Aye-7, Nay-0)**

Motion made by TR Hafemann, seconded by TR Mowry, to accept the Election Inspectors and Chief Inspectors for 2018-2019 as presented. Motion carried. (Aye-7, Nay-0)

TR Mowry made the motion to accept the changes to the Ordinance for ARTICLE III. – Parking with the new fee schedule to begin January 1, 2018, seconded by TR Harvey. Motion carried. (Aye-7, Nay-0)

The Employee Manual needed updates for changes or Personnel Committee recommendations that occurred during 2017. Brief discussion took place on “Hours of Work” for the Department of Public Works (bottom of page 10) which is currently 6:45 am – 3:15 pm. Director of Public Works, Mark Gruber, asked if his department could work through their lunch and finish work at 2:45 pm. Board Members stated that Gruber has always had the option to allow employees to work through their lunch. However, if employees are being picked up or drive to return to the break area to eat together, this is considered a scheduled lunch and the time would need to be deducted. No change was made to the Hours of Work for the Department of Public Works. **TR Hafemann made the motion to approve the Employee Manual as presented to begin January 1, 2018, seconded by TR Mowry. Motion carried. (Aye-7, Nay-0)**

PR Krebs needed to leave for a previous commitment, so TR Hafemann took over as the meeting chair.

TR Muraski made the motion to accept the Performance Evaluation Form to be used by employees to self-evaluate and by Department Heads to evaluate their employees, seconded by TR Harvey. Motion carried. (Aye-6, Nay-0)

TR Hafemann made the motion to accept the terms of employment for Terry Seely with a start date of January 2, 2017, seconded by TR Wenzlaff. Motion carried. (Aye-6, Nay-0)

TR Harvey made the motion to hire part-time police officers to fulfill 1100 work hours as budgeted for 2018, seconded by TR Muraski. Motion carried. (Aye-6, Nay-0)



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TR Mowry made the motion to request resignation from part-time police officers who are on the Village's roster but are unable to work any hours, seconded by TR Serwe. Motion carried. (Aye-6, Nay-0)

The change to sick hour payout for employees hired January 2, 2018 or after will be half the accumulated hours and was approved in the motion to accept the changes to the Employee Manual.

Discussion took place on the employment offer to Holly Gerard. Holly requested that her start date be moved to when she started as a temporary employee in August 2017 or her rate of pay be increased or vacation be allowed. Holly also requested the Village Board allow her to follow the recommendation from the DNR and have a part-time employee work with her in the WWTP. The Village Board stated that the sewer wages budgeted could be used as necessary. **TR Mowry made the motion to allow seven paid vacation days during 2018, seconded by TR Hafemann. Motion carried. (Aye-6, Nay-0)** The Director of Public Works will be responsible for doing a Performance Evaluation by July 2, 2018, and then request a Personnel Committee meeting to determine a pay increase for Holly Gerard. It was requested that Gerard receive the ponds certification within 6-months of her start as a full-time employee, but she will not need to get a CDL.

TR Serwe made the motion to hire Bill Schill at a rate of \$15 per hour to assist with training Holly Gerard for snow removal and to fill in removing snow if a Public Works employee needs time off, seconded by TR Mowry. Motion carried. (Aye-6, Nay-0)

TR Mowry made the motion to pay the invoices as present with the exception that the retainer for Cardinal Construction be paid according to the contract terms, seconded by TR Muraski. Motion carried. (Aye-6, Nay-0) There were not terms in the contract for payment of the retainer amount and since the work was completed satisfactorily, the retainer amount was paid to Cardinal Construction.

Motion to adjourn made by TR Muraski at 8:23 pm and carried by voice vote.

Respectfully submitted,

Becky Tellier
Clerk-Treasurer