

VILLAGE OF FONTANA ON GENEVA LAKE
WALWORTH COUNTY, WISCONSIN
(Official Minutes)

SPECIAL MEETING of the VILLAGE BOARD OF TRUSTEES
Friday, November 15, 2013

Village President Arvid Petersen called the special meeting of the Village Board to order at 4:32 pm in the Village Hall, 175 Valley View Drive, Fontana, Wisconsin.

Trustees Present: Roll call vote: President Petersen, Pat Kenny, Rick Pappas, George Spadoni, Tom McGreevy, Cindy Wilson, Bill Gage (arrived at 4:35 pm)

Also Present: Village Clerk Dennis Martin, Village Attorney Dale Thorpe

Closed Session

Trustee Spadoni/Trustee Kenny 2nd made a MOTION at 4:33 pm to adjourn into Closed Session pursuant to Wis. Stats. Chapter 19.85 (1)(c), to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, specifically consulting contract for administrative and human resources services, contract for part-time treasurer, consulting contract for Administrator/Treasurer, and VOF Administrator/Treasurer Kelly Hayden; and pursuant to Chapter 19.85 (1)(e) to deliberate or negotiate the purchase of public properties, the investment of public funds, or to conduct other specified public business, whenever competitive or bargaining reasons require, specifically negotiations for consulting contract for administrator, consulting contract for Human Resources services, contract for part-time treasurer, and consulting contract for Administrator/Treasurer. The roll call votes was as follows:

Trustee Kenny – Aye

Trustee Pappas – Aye

Trustee Wilson – Aye

Trustee Spadoni – Aye

President Petersen – Aye

Trustee McGreevy – Aye

The MOTION carried on a 6-0 vote, with Trustee Gage not yet at the meeting.

President Petersen/Trustee Kenny 2nd made a MOTION at 5:06 pm to adjourn the closed session and to reconvene in open session, and the MOTION carried without negative vote.

General Business

Consider Contract for Part-time Treasurer

The proposed contract with Scott Vilona, 879 Van Slyke Drive, to be hired as a temporary part-time treasurer, calls for a salary of \$50 per hour and includes the conditions that Vilona resign his current positions on the Finance Committee and Plan Commission. The Village Board members reached the consensus in closed session that the committee and commission positions would be left vacant so that Vilona can be reappointed to them after the temporary treasurer's position has concluded. There will be office hours established for Vilona to be working at the Village Hall for a period of time at least one weekday per week.

Trustee Spadoni/Trustee Kenny 2nd made a MOTION to approve the part-time treasurer contract with Scott Vilona as submitted in the closed session, and the MOTION carried without negative vote.

Consider Consulting Contract for Administrative and Human Resources Services

The proposed contract with Allan Kaminski to provide consulting services on administrative, personnel and human resources that was approved in the closed session calls for compensation to be \$30 per hour.

Trustee Kenny/Trustee McGreevy 2nd made a MOTION to approve the consulting services contract with Allan Kaminski as submitted in the closed session, and the MOTION carried without negative vote. Trustee Spadoni abstained.

Consider Consulting Contract with Administrator/Treasurer

The proposed contact with outgoing Administrator/Treasurer Kelly Hayden to provide consulting services after her resignation takes effect on Friday, December 6, 2013 that was approved in closed session calls for compensation to be \$50 per hour, and for the Village to make a lump sum payment totaling \$1,553.62 to pay for one month of Cobra coverage for health, dental and vision insurance. Pappas stated that the payment for the Cobra insurance coverage should not be an upfront payment because Hayden could walk away and not provide any services the day after she is paid.

Trustee Spadoni/Trustee Kenny 2nd made a MOTION to approve the consulting services contract with outgoing Administrator/Treasurer Kelly Hayden as submitted in closed session, with compensation to be \$50 per hour plus a lump sum payment of \$1,553.62. The MOTION carried on a 5-2 vote, with Trustees Pappas and McGreevy opposed.

Consider VOF Administrator/Treasurer Compensation

The Board discussed the buyout of Hayden's unused sick time and vacation time in the closed session. A motion was approved to authorize the buyout with the conditions that the state statutes and village policies be reviewed to determine if the buyout is appropriate, and that the final figures be reviewed and approved at a future meeting. Pappas stated that he does not think it is necessary for the Village Board to approve the buyout of the unused sick and vacation time subject to those conditions. Pappas stated that there is plenty of time for the village to review the conditions suggested in the motion before the Village Board meets again and considers final approval. Thorpe replied that he understands the motion on the floor requires another agenda item and vote by the Village Board to determine whether the conditions have been met.

Trustee Spadoni/Trustee McGreevy 2nd made a MOTION to authorize the buyout of \$28,987.20 of unused sick time and \$10,870.20 of unused vacation time for outgoing Administrator/Treasurer Kelly Hayden, subject to review and written confirmation by the village attorney of the village policies and legal justification for the buyout of unused sick and vacation time when an employee resigns, and subject to review and approval of the payroll records and the accounting used to calculate the total figures. The MOTION carried on a 6-1 vote, with Trustee Pappas opposed.

Consider Appointment of Acting Village Manager

A motion was approved in the closed session held November 11, 2013 to appoint Village Clerk Dennis Martin the acting village manager following Hayden's departure, with the condition that Martin earns his administrator certification. With regard to a question on compensation, Martin stated that he would be willing to wait until after the transition period has concluded and the new plan is in place before his salary is determined by the Village Board.

Trustee McGreevy/Trustee Kenny 2nd made a MOTION to appoint Village Clerk Dennis Martin the acting village manager following the departure of outgoing Administrator/Treasurer Kelly Hayden, with the condition that Martin earns his administrator certification, and the MOTION carried without negative vote.

Proposed Contract for Interim Administrator – Tabled 11/11/2013

The Village Board decided to not pursue the proposal to hire an interim administrator, so the item was taken off the agenda.

Adjournment

President Petersen/Trustee Kenny 2nd made a MOTION at 5:10 pm to adjourn the meeting, and the MOTION carried without negative vote.

Minutes prepared by: Dennis L. Martin, village clerk

Note: These minutes are subject to further editing. Once approved by the Village Board, the official minutes will be kept on file at the Village Hall.

APPROVED: 12/2/2013