

VILLAGE OF FONTANA ON GENEVA LAKE
WALWORTH COUNTY, WISCONSIN
(Final Minutes)
Human Resources Committee Meeting
May 31, 2023

The Human Resources Committee meeting was called to order by Chairman Pat Kenny at 3:00 pm on Wednesday, May 31, 2023.

Members Present: President Pat Kenny, Trustee Petersen, Trustee McGreevy
Also Present: Asst. Fire Chief Jon Kemmett, Administrator Theresa Loomer, Fire Chief Wolf Nitsch, Treasurer Liz Baumann

General Business

Approval of Minutes from April 20, 2023

Trustee Petersen/President Kenny 2nd made a MOTION to approve the minutes from the April 20, 2023, meeting, as presented, and the MOTION carried without negative vote.

Recommendation on Military Leave Policies

Loomer stated the USSERA and ETF dictate many military leave policies including pension contributions, however, the committee should make a recommendation on whether to continue insurance payments, if applicable, how to handle any accrued sick and vacation time when an employee is on leave, and whether to allow an employee to continue accruing benefit time while on leave. Staff researched the policies of other municipalities and recommend that after the required 31-days of continued insurance contributions, provide the employee the option to keep insurance coverages active by paying the full premiums either monthly or as a lump sum or allow the coverage to lapse and reinstate upon their return. Any health insurance waiver payouts would cease following the 31-day period after deployment and would begin again after the employee is reinstated with the village. Regarding unused vacation time, Chief Nitsch recommended the employee be allowed to carryover unused accrued vacation time if deployed. No benefit accruals would occur when the employee is on leave.

Trustee McGreevy/Trustee Petersen 2nd made a MOTION to recommend village board approval of the Military Leave policies, as discussed, following all USSERA laws and ETF requirements for pension contributions, allow the employee the option to pay the premiums to keep insurance coverages active after 31-days or allow the policy to lapse and reinstate upon return, discontinue health insurance waiver payouts after 31-days, allow carryover of accrued vacation time and disallow accrual of benefit time during deployment, and the MOTION carried without negative vote.

Recommendation on 7G Agreement for Fire/EMS staff

Loomer stated the 7(g) agreement under the FLSA permits employers, under specific circumstances, to use a basic rate to compute overtime compensation rather than a regular rate if the employee is performing two separate jobs. There is one employee that works for the police department but also picks up shifts as an EMT. Without the 7(g) agreement, the employee would be paid at the police overtime rate, however, with the 7(g)-agreement signed by both the employee and employer, the employee would be eligible to work at the EMT overtime rate because it is a separate position. Loomer stated legal counsel has reviewed the agreement and given circumstances and there were no concerns.

Trustee Petersen/Trustee McGreevy 2nd made a MOTION to recommend village board approval of the 7(g) FLSA agreement, as presented, and the MOTION carried without negative vote.

Fire Dept. Organization

There has never been a formal adoption of the fire department organizational chart. Loomer presented an organizational chart that represents the current operations of the department and recommended approval.

Trustee McGreevy/Trustee Petersen 2nd made a MOTION to recommend village board approval of the Fire Department Organizational Chart, as presented, and the MOTION carried without negative vote.

Update on Fire Dept. Unionization

Loomer stated the eligible fulltime Fire/EMS staff voted to unionize with a 9-2 vote. She stated she spoke to the union rep last week and will be scheduling a meeting in July. She stated she spoke with legal counsel and will continue to keep them involved through the process. Once negotiations begin, the HR committee will become involved.

Closed Session

Trustee Petersen/President Kenny 2nd made a MOTION to go into closed session at 3:10 pm pursuant to Wis. Stats. Chapter 19.85(1)(c), “considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility,” specifically Village Treasurer.

The Roll Call vote was as follows:

President Kenny – Aye

Trustee Petersen – Aye

Trustee McGreevy - Aye

The MOTION carried on a 3-0 vote.

Closed Session Business

Village Treasurer

Trustee McGreevy/Trustee Petersen 2nd made a MOTION to recommend Village Board approval of the compensation and vacation, as discussed in closed session, and the MOTION carried without negative vote.

Next Meeting Date

The next meeting date is To Be Determined.

Adjournment

Trustee Petersen/President Kenny 2nd made a MOTION to adjourn the meeting at 3:15 pm and the MOTION carried without negative vote.

Minutes prepared by: Theresa Loomer, Village Administrator

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

APPROVED: 08/03/2023