

The Ledgeview Personnel Committee held a meeting on June 3, 2015 at the Ledgeview Municipal Building located at 3700 Dickinson Road, De Pere, WI 54115.

The meeting was called to order at 7:31 a.m. by Chairperson Geurts. Members present were Tim Beno, Ken Geurts and Joe Schlag. Bob Voss was excused. Sarah Burdette, Clerk/Administrator was also present.

**1. Agenda Approval**

Motion made by Schlag, seconded by Beno to approve the agenda. The motion carried unanimously.

**2. Public Comment.** None.

**3. Approval of Minutes: April 8, 2015**

Motion made by Schlag, seconded by Beno to approve the minutes from the meeting held on April 8, 2015. The motion carried unanimously.

**4. Communications.**

1. Committee members were given an update on the TID#1 creation and the remaining process that must be completed.
2. Committee discussed membership recruitment and will use the summer newsletter and other future electronic newsletters (*The Ledgeview Minute*) to recruit future committee member prospects for this and other Town committees.
3. The committee was asked if they had any specific ideas or topics that they would like to address as a group in the future. They indicated that at this time, they did not and asked Burdette to continue to bring forth what was relevant for the group to review.

**5. Old Business.**

1. The Committee may convene into closed session pursuant to WI State Statute 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 authority. The purpose is to review proposed employee wages and related data. The Committee may then reconvene into open session to take action on items discussed in closed session.

Motion made by Beno, seconded by Geurts to go into closed session at 7:36am. Roll Call Vote: Beno –aye; Geurts – aye; Schlag – aye. Motion carried unanimously.

Discussion took place on the agenda item in closed session.

Motion made by Beno, seconded by Geurts to go out of closed session at 8:10am. Roll Call Vote: Beno –aye; Geurts – aye; Schlag – aye. Motion carried unanimously.

S Burdette p 102

No action was taken in open session. Final materials will be refined and prepared for review by the Personnel Committee at the next meeting that 2016 employee wage/salary recommendation takes place.

**6 New Business:**

1. Review employee health insurance renewal information. Burdette provided a memo regarding the July 1 insurance renewals and the pricing information. An option for the health insurance was reviewed to consider making an adjustment on that policy to help reduce the overall net increase for the renewal. Motion made by Beno, seconded by Ken to approve the Vision, Life, Short-term and Long-term Disability Renewals and to make an adjustment to the Health insurance coverage to change the office visit/PCP specialist copays. The motion carried unanimously.
2. Review and recommend 2016 Town of Ledgeview Budget and Financial Policies and related 2016 Budget Calendar. A review took place of the updated policies and the 2016 budget preparation calendar. Motion made by Gaurts, seconded by Beno to recommend approval of the policies and related calendar to the Town Board. The motion carried unanimously.
3. Update on 2015 Capital Improvement Budget and Projects. Burdette provided an update on the 2015 capital project, specific to road improvements. It was noted that most of the projects are scheduled for completion and that Bower Creek Road has been added to the list for improvements this summer. That road was not scheduled, nor budgeted for work to be completed this year. Funds will need to be reallocated and that amount is unknown at this time, due to the necessary repairs still needing to be bid out. Future updates on capital improvement projects will be provided to the Committee. No action needed.

**7. ADJOURNMENT.**

Motion by Gaurts, seconded by Schlag to adjourn joint meeting at 8:24am. The motion carried unanimously.

Sarah K. Burdette, Clerk/Administrator  
Town of Ledgeview

S Burdette p. 2 of 2