

BUDGET FINANCE COMMITTEE MINUTES

January 2019

MEMBERS PRESENT: DEFUNIAK, KUCZYNSKI, BYVOETS

- Status Check on Standard Topic List
- SEWER PROJECT UPDATE / nothing new/ Haas will oversee the project.
- AIM Insurance. Byvoets will work with Tom Dolph to iron out wrinkles in preliminary quote process.
- Dispatch hours from 3-11 have been eliminated. Savings approx.. \$35,000
- A job description for the Dispatch function does not exist. One needs to be prepared.
- The Salary study for employees, prepared by Krueger, has not been distributed to the BFC. Compensation for all employees must be brought into alignment with authority/responsibility.
- Methods, procedures and workflow are to be documented for the Water and Deputy Clerk positions. This is underway.
- 2018 Salaries and ot for street and water dept to be dist to the bfc members.
- New water person will be cross trained on Water Dept. and Deputy Clerk --- confirmed
- Evaluation of Yagelski compensation to be prepared by Bill and Laurel with Chief input. ---not done.
- All positions are to have a valid and current job description
- Bullis last date of work is March 1. Question regarding keeping spouse on the policy discussed. Premiums to be the responsibility of Officer Bullis

Peter Byvoets