



# Council Work Session

December 5, 2024 at 7:02 PM  
2829 Minerva Lake Rd.

## Minutes

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### Present:

Councilpersons McNamara, Paessun, Martin, Grant, Camara  
Mayor Tiffany Southard, Fiscal Officer Jeffrey Wilcheck, Attorney Jesse Shamp, Planner Eric Fischer

### AGENDA REVIEW: 00:01:30 of Audio Recording

#### ORDINANCE 29-2024 - Canine Unit

- Fiscal Officer Wilcheck would like this to be tabled so that compliance with legal guidelines may be finalized. Operational policy has been in place; Legal is working to make sure all is correct.

#### ORDINANCE 30-2024 - Health Care

- Fiscal Officer Wilcheck confirmed that Short Term Disability, which has been added to the benefit package for 2025 will be entirely paid for by they employee.

#### ORDINANCE 31-2024 - Street Improvement/Equipment Replacement Funds

- These funds need to be created for them to be included in the 2025 budget.

#### ORDINANCE 32-2024 - Annual Compensation

- Rates for most employees went up 3 %; Lifeguard positions will be finalized closer to pool season 2025. Ranges were adjusted for a few positions in the PD; Council asked that Village Manager position be removed; it can be added at a later date if need be.

#### ORDINANCE 34-2024 - Equipment Replacement

- This ordinance creates a funding method for the replacement fund mentioned in ORD 31-2024

#### ORDINANCE 35-2024 - Annual Appropriations

- Fiscal Officer Wilcheck would like to realign some funds to better describe and direct expenditures.
- Some discussion held regarding budgeting for disc golf-can be appropriated with a supplemental in 2025. Council will review and consider in 2025.

#### ORDINANCE 36-2024 - Employee Handbook

- Title of Document will be changed from "Personnel Policy and Procedure Manual" to "Employee Handbook" so document and legislation are the same;
- Granting all personal day; sick time now applies to all employees-not just full time
- Lowered range for vacation accumulation
- Questions raised by council members were answered

#### ORDINANCE 37-2024 - Bonus

- Clarification sought regarding steps and yearly amounts

#### RESOLUTION 2024-32 - Pool Fees

- Discussion held re ages for senior members and cutoff date for age requirements
- Premium memberships to be lowered by \$10.

### RESOLUTION 2024-33 - Funds Transfer

- Dates need to be added to the actual Resolution

### RESOLUTION 2024-35 - Rules of Council

- Updated Rules were tabled as changes were made mid-year
- Addition should be made that committee meetings are posted along with other scheduled meetings

### OLD/NEW BUSINESS 01:45.33 of Audio Recording

- Councilperson Martin brought up council and mayor salaries; cannot be done during term; only seats elected in 2025 would be affected
- A levy is up for renewal in 2025; discussion held and research beginning re process
- Task order received from engineer re permitting for lakes project; expect legislation re approving fee for this task order
- Council President Camara brought up liquor permit-perhaps place on May ballot? Legal with proceed with refilings

Meeting adjourned at 8:53 PM

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Jeffrey Wilcheck, Fiscal Officer

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Tiffany Southard, Mayor