

**TOWN OF OSCEOLA
BOARD OF SUPERVISORS
SPECIAL TOWN BOARD MEETING
JANUARY 29, 2019
MINUTES**

The Board of Supervisors of the Town of Osceola met for a Special Town Board Meeting Tuesday, January 29, 2019, 6:30 p.m. at the Osceola Town Hall, Dresser, Wisconsin.

Town Board Chairman, Doug Schmidt, CALLED THE MEETING TO ORDER at 6:37 p.m.

The purpose of this Special Town Board meeting was to review the employee handbook and review personnel and compensation in closed session before returning to open session to adjust compensation.

Notice of the Special Meeting was posted Monday January 22, 2019 at the Town Hall, the Dresser Post Office, First National Community Bank and the website.

ROLL CALL:

PRESENT: Doug Schmidt, Mike Wallis and Dan Burch

ABSENT:

ALSO PRESENT: Lorraine Rugroden Clerk/Treasurer and Paul Baker

MOVED, SECONDED BY BURCH/WALLIS TO APPROVE THE JANUARY 29, 2019 SPECIAL TOWN BOARD MEETING AGENDA. MOTION CARRIED UNANIMOUSLY.

Public Comment

None

Employee Handbook

The board discussed changes to the employee handbook. The following additions and changes will be added to the employee handbook.

- Wisconsin Retirement System will be added and changes will be made to Wisconsin Deferred Compensation
- Regular scheduled hours are Monday to Friday, eight hours a day unless agreed upon by Chair or Supervisor.

Closed Session

MOVED AND SECONDED BY WALLIS/BURCH TO MOVE TO CLOSED SESSION UNDER WIS.STAT. 19.85,(1)(c) FOR THE PURPOSE OF EMPLOYEE REVIEWS. MOTION CARRIED UNANIMOUSLY

MOVED AND SECONDED BY BURCH/WALLIS TO RETURN TO OPEN SESSION. SCHMIDT, YES; WALLIS, YES; BURCH, YES;

The Town Board of Supervisors returned to open session at 8:48 p.m.

Compensation Adjustments

MOVED AND SECONDED BY WALLIS/BURCH TO INCREASE THE 2019 EMPLOYEE WAGES AND BENEFITS AS LISTED.

PUBLIC WORKS SUPERVISOR - INCREASE WAGES BY 2.3%, INCREASE CONTRIBUTIONS TO RETIREMENT FROM 6% TO 6.55% OF GROSS WAGES.

CLERK-TREASURER - INCREASE WAGES BY 2.3%, INCREASE CONTRIBUTIONS TO RETIREMENT FROM 6% TO 6.55% OF GROSS WAGES.

PART-TIME PUBLIC WORKS EMPLOYEES - INCREASE HOURLY RATE BY 1%.

PART-TIME OFFICE ASSISTANT - INCREASE HOURLY RATE FROM \$14.00 TO \$15.00 PER HOUR.

MOTION CARRIED UNANIMOUSLY.

Handbook Adjustments

The board will look at the comp time policy before approving adjustments and amending the handbook at February Town Board Meeting.

MOVED AND SECONDED BY BURCH/WALLIS TO ADJOURN THE MEETING. MOTION CARRIED UNANIMOUSLY.

Being no further business to come before the Board, the Meeting was adjourned at 9:05 p.m.

APPROVED: 02/5/2019

Lorraine Rugroden Clerk/Treasurer