

Personnel and Finance

Date: 8-15-2023

Time: 6 pm

Members Present: Carol Bailey (Mayor), Jeffery Kirkbride (Council), Sarah Dyer (Fiscal Officer), and Daniel Angel (Council)

Members Absent: Bob Schacht (BPA)

Guest: Sue Rahe (Council), and Eric Campbell (Zoning Inspector)

Issues:

1. Time Clocks
 - a. Councilman Angel asked if Sarah is confident with the option of Time Pilot.
 - b. Councilman Angel asked about the storage capacity of the system and how the GPS works.
 - c. The committee made the decision to follow up on these questions with the company Time Pilot.
2. Cameras
 - a. Councilman Angel stated that Land and Buildings want to install security cameras at the pool, park bathrooms, and public bathrooms.
 - b. Councilman Angel looked into cameras with the same system as the ones posted at the Police station.
 - c. The cost starts at \$1600 and goes up based on the amount of cameras needed. Councilman Angel asked if there were funds to cover this expense.
 - d. Ms. Dyer stated the funds would come out of Permanent Improvements and they have \$5000 in that account. Rahe suggested that maybe we move this to next year.
3. Lunch Breaks
 - a. Councilman Angel shared concerns from Councilwoman Rahe over the abuse of lunch breaks.
 - i. He shared an email Rahe sent detailing her observations of Streets employee Jeff Bourdo spending over an hour and a half on lunch. In the email, Rahe shared she believes Bourdo "stole time" from the Village and has "been doing this for years".
 - b. Mayor Bailey stated she spoke with Bob Khulman who stated without hard evidence, there really is nothing the Village can do.
 - c. Mayor Bailey stated that she spoke with Jeff Bourdo and Jeff states he is now taking 29-minute lunches.
 - d. Mayor Bailey stated the time clocks would help take care of this issue.
4. Credit Card Policy
 - a. Councilman Angel shared that Councilwoman Rahe asked the Council to table the proposed Credit Card policy last Council meeting.
 - i. Councilman Angel stated Rahe would like to have several changes to the proposed policy.
 1. Council to sign off on management controls established by the Fiscal officer.
 2. Impose a dollar limit amount on usage. (suggested \$250)
 3. Specify a specific time frame to submit receipts.

4. Impose an overall limit of \$4000 on the bank credit card and \$10,000 on the store credit cards.
 5. Several other minor changes to the language and format.
- ii. Most changes were rejected.
 - iii. Committee accepted a time limit of 24-48 hours to turn in a receipt and the limit of \$4000 on the bank card.

Adjourned: 6:59 pm