

VILLAGE OF GRAFTON

FINANCE COMMITTEE MEETING MINUTES

MONDAY, MARCH 2, 2020

***AMENDED**

Chair Jim Brunnquell called the meeting to order at 5:30 p.m.

Committee members present: Village President Jim Brunnquell, Trustee David Antoine, Trustee Lisa Harbeck and Trustee Sue Meinecke

Staff present: Village Administrator Jesse Thyes, Fire Chief William Rice and Administrative Assistant Andrea Srock

Members of the Public: Dan Delorit

APPROVAL OF FEBRUARY 3, 2020 FINANCE COMMITTEE MINUTES

Motion by Trustee Meinecke, seconded by Trustee Antoine to approve the February 3, 2020 Finance Committee Minutes, as presented. Motion carried.

HEAR PERSONS REQUESTING TO BE HEARD

None

REVISED MEMORANDUM OF UNDERSTANDING FOR FIRE INSPECTION SERVICES WITH THE VILLAGE OF SAUKVILLE

Administrator Thyes provided a brief summary of the need to update the Village's Memorandum of Understanding with the Village of Saukville. Changes include extending fire inspection services through 12/31/2020, and instituting a quarterly invoicing process. Trustee Meinecke questioned whether the current Fire Inspections Services Memorandum of Understanding is impacting Division Chief Karpinski's workload. Chief Rice stated that it does not, Saukville has had very little work.

Motion by Trustee Antoine, seconded by Trustee Harbeck to approve the revised fire inspection services memorandum of understanding with Saukville conditioned upon the acceptance by the Saukville Village Board. Motion carried.

EMPLOYEE HANDBOOK UPDATE – DRUG AND ALCOHOL FREE WORKPLACE POLICY

Administrator Thyes introduced the changes made to the revised policy draft of the Drug and Alcohol Free Workplace policy which included clarification of what constitutes a trained supervisor, addition of refusal to consent language and the strengthening of language surrounding the use of prescription medication.

Dan Delorit inquired if testing would automatically occur if a ticket was issued. Administrator Thyes explained that Supervisors would have the ability to waive the automatic referral if the situation warrants such an action. Trustee Meinecke, Trustee Harbeck and Dan Delorit agreed that a policy based upon a supervisor's judgement

opens the Village to legal issues. A brief discussion led to the decision that a supervisor may use their judgement on incidents or accidents that *cause less monetary damage than the Village of Grafton's deductible.

Motion by Trustee Meinecke, seconded by Trustee Harbeck to approve the updated Drug and Alcohol Free Workplace policy for accidents that *cause less monetary damage than the Village of Grafton's deductible. Motion carried.

ADJOURN

Motion by Trustee Antoine, seconded by Trustee Harbeck to adjourn at 5:44 p.m. Motion carried.