

**PERSONNEL COMMITTEE MEETING
OCTOBER 27, 2009**

Trustee Scott Kramer called the meeting to order at 7:32 P.M.

Trustee members present: Stephen Appell, Scott Kramer, James Coppernoll, Gary Maitland

Also, present: President Jim Claeysen, Village Clerk, Nancy Belt, Chief Todd Houde, David Nord

Absent: Sally Hollembeak & David Schroeder

Scott Kramer moved to adopt the agenda as presented. James Coppernoll seconded. Motion carried by voice vote.

Scott Kramer moved to approve the minutes of August 25, 2009. Stephen Appell seconded. Motion carried by voice vote.

EMPLOYEE HANDBOOK

President Jim Claeysen stated that after reviewing the employee handbook under vacation plan (page 15) the second paragraph stating (vacation time shall be determined by _____) needs to be completed. David Nord was asked to refer back to previous documents.

EMPLOYEE HEALTH INSURANCE

President Jim Claeysen announced that the BCBS renewal group plans have increased 22.39%. The committee continued discussion on contacting Mr. Babbitt from Group Benefits Associates for more information and schedule meetings with the employees to educate them on the health insurance plans HSA/HRA. It was decided to schedule a personnel committee meeting for November 5, 2009 at 7:30 pm. after the village board meeting.

IMLRMA INSURANCE RENEWAL

David Nord presented the personnel committee with the Illinois Municipal League Risk Management Association renewal for 2010 annual contribution in the amount of \$102,558.00 if paid by 12/11/2009. David also presented plan 2010 MIN/MAX Contribution \$87,013.08 and noted that if the village opts for min/max plan and exceeds 20% the village will be liable for approximately \$14,000.00. It was decided to select Option 1 with the discount. Jim Claeysen said he will discuss this with Village Treasurer, Karen Melloch if funds are available by November 20, 2009 for the \$87,013.08...

Scott Kramer moved to send to the village board to approve the amount of \$87,013.08 Option #1 2010 min/max to be paid by November 20, 2009 to Illinois Municipal League Risk Management Association. Gary Maitland seconded. Motion carried by voice vote.

Scott Kramer move that the personnel committee convene into executive session under Section 2(c)(2) of the Open Meetings Act for the discussion of salary schedules for one or more classes of employees. Gary Maitland seconded. Motion carried by voice vote. Time: 7:54 pm

Scott Kramer called the meeting back to order at 7:59 pm. Village Clerk, Nancy L. Belt called the roll: Stephen Appell, James Coppernoll, Scott Kramer, & Gary Maitland

James Coppernoll moved to adjourn at 7:59 pm. Stephen Appell seconded. Motion carried by voice vote.

Recorded by: Village Clerk, Nancy L. Belt

Personnel minutes approved by Trustee, Scott Kramer on October 29, 2009

