

**VILLAGE OF MOUNT HOREB
FINANCE/PERSONNEL COMMITTEE MINUTES
WEDNESDAY, JULY 2, 2025**

The Finance/Personnel Committee met in regular session in-person on the above date.

Call to Order/Roll Call: Committee Chair Ben Jones called the meeting to order at 5:30pm. Committee members present were Fendrick and Hook. Also present were Administrator Owen, and Finance Director/Treasurer Schwenn.

Consideration of June 4, 2025 Meeting Minutes: Fendrick moved, Hook seconded to approve the minutes. Motion carried by unanimous voice vote.

Discussion /Update from Nic Owen Regarding Contract Negotiations for the Electric Utility Shop Lease: Owen noted that the current lease is expired as of 7/1/25, an offer to extend the lease with terms to extend another 5 years with rights to purchase noted has been provided, but no follow up has been received to date. Owen will contact current renters to follow up immediately.

Finance Director Report: Schwenn presented her report.

Human Resources Manager Report: Murleau presented her report.

Consideration of Revised Employee Overtime Policy: Human Resources Manager Murleau explained this item, citing the need to provide more clear definitions to all staff for timekeeping and overtime earning in various situations across the Village. The committee members discussed various scenarios and questions regarding the verbiage in the policy, as well as concerns for not penalizing staff for time off vs. time worked. On request of the committee, staff will revise the policy taking this discussion into consideration. Revision will be presented at the August 2025 Finance/Personnel Committee meeting.

Future Agenda Items: No suggestions or requests provided.

Meeting Adjournment: There being no further business before the Committee, Hook moved; Fendrick seconded to adjourn the meeting at 6:06pm. Motion carried by unanimous voice vote.

Minutes by Denise Schwenn, Finance Director/Treasurer