



PLEASE TAKE NOTICE that there will be a City of Lodi Finance & Human Resources Committee meeting held on Tuesday, March 10, 2020 at 5:00 pm in the Council Room, City Hall, 130 South Main Street, Lodi, WI 53555.

### Finance & Human Resources Committee Agenda

1. Call to Order
2. Public Input

***Must state name and address. Must be limited to items not on the agenda. Limited to two minutes unless otherwise extended. Committee's role is to listen and not discuss the item. Personnel issues cannot be discussed nor individuals named. Committee is unable to take action at this meeting.***

3. Approve Minutes from February 11, 2020

Documents:

[2112020 FANDHR MINUTES.PDF](#)

4. Financials

Documents:

[1 JANUARY 2020 DEBT SERVICE BALANCE SHEET.PDF](#)  
[1 JANUARY 2020 DEBT SERVICE INCOME STMT.PDF](#)  
[1 JANUARY 2020 GENERAL FUND BALANCE SHEET.PDF](#)  
[1 JANUARY 2020 GENERAL FUND INCOME STMT.PDF](#)  
[2 FEBRUARY 2020 CHECK REGISTER.PDF](#)  
[2 FEBRUARY 2020 PAYROLL.PDF](#)  
[3 MARCH 2020 AGED AR.PDF](#)

5. Recommendation on Maintenance Agreement with General Heating (Boiler)  
*Public Works and Utilities Committee recommended approval of the agreement.*

Documents:

[GENERALHEATINGAGREEMENT.PDF](#)

6. Recommendation on Revised Employee Handbook and Policies

- Handbook: Sick leave "proper notice" (30 minutes) – pg 9 of Handbook doc
- Adjusting, Controlling, Compensating for Overtime (FLSA) Policy: removed item C. in IV.2. Adjustments Within the Same Work Week – pg 2 of policy
- Classification and Compensation Pay Policy: V. Employee Planning portion cleaned up from redline copy – pg 3-4 of policy
- Disciplinary Procedure Policy: 4. Suspension (exempt employees = one week) – pg 2 of policy
- Education/Tuition Reimbursement Policy: drafted repayment schedule – pg 1 of policy
- Hours Worked Under FLSA Policy: IV.2.C. Call Time section (rewritten to clarify call time) – pg 3 of policy

Documents:

[EMPLOYEE HANDBOOK-DRAFT MARCH 2020.PDF](#)  
[FINAL DRAFT POLICIES MARCH 2020.PDF](#)

7. Next Meeting Date and Agenda Items

8. Adjourn

Posted: \_\_\_\_\_  
By: \_\_\_\_\_

\*To ensure a quorum, please inform the chair if you are unable to attend\*

**Members: Alders Stevenson (Chair), Groves Lloyd, Hansen, Heckel, Miller, Tonn**

*Notice is hereby given that a majority of the City of Lodi Common Council will be present at a meeting of the Finance and Human Resources Committee to gather information about subjects over which they have decision making responsibility. This constitutes a meeting of the city council pursuant to State ex rel. Badke v. Greendale Village Bd., 173 Wis.2d 553, 494 N.W.2d 408 (1993), and must be noticed as such; although the City of Lodi Common Council will not take any formal action at this meeting.*