

**AGENDA**  
**VILLAGE OF OREGON**  
**PERSONNEL, PUBLIC SAFETY & PROTECTION COMMITTEE MEETING**  
**Monday, February 26, 2007, 5:45 p.m.**

## Note Meeting Time

Village of Oregon  
117 Spring Street  
Oregon, WI 53575  
Lower Level

1. Call to order
2. Roll call
3. Approval of Minutes
  - a) Regular meeting 1/29/06
  - b) Special meeting 2/5/07
4. Public Appearances
5. Communications and Miscellaneous Business
  - a) Discussion and Recommendation to Village Board Accepting Susie Utynek's Retirement Effective April 27, 2007
6. Police Chief's Report
  - a) Monthly Statistic Reports
  - b) Discussion and Recommendation to Village Board Consideration of Deputization Agreement with Dane County
  - c) Discussion of Annual Inspection of Lockup Report (Will be Distributed at Meeting)
  - d) Additional comments as necessary
7. New Business
  - a) Distribution and Overview of Salary Survey from City of Monona for Management Positions and Discuss Committee Direction to Staff for evaluation of Survey Results
8. The Personnel, Public Safety & Protection Committee may adjourn into closed session from time to time during the course of the meeting to **discuss Police Department personnel matters** pursuant to Wis. Stat. sec. 19.85(1) (c) permitting closed sessions for the purposes of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. **Following each such closed session, the Committee may reconvene in open session.**
9. Future Assignments
  - a) Discussion of Village Board's Involvement in Resignations and Advertising of Positions
  - b) Discussion and review of E-Mail Policy for Village Board members
  - c) Reviewing Ordinance Governing Village Administrator's Authority regarding Personnel Matters
  - d) Consideration of Creating School Zones in front of Schools

- e) Proposal to Create an Ordinance to Ban Outdoor Solid Fuel and Heating Units
- f) Village Administrator's Evaluation
- g) Review of Performance Evaluations Forms
- h) Career Related Development Policy
- i) Review of FMLA Policy
- j) Development of Time Off Policy for Employees who become fulltime
- k) Status of Property Condition at 523 Janesville Street
- l) Development of Electronic Mail Policy for Village Board Members and Development of Village E-Mail Policy
- m) Municipal Facilities Building Usage Policy and Community Room Rules
- n) Discussion of Establishing a New Policy to Regulate Out-of-State Travel for Training and Conferences
- o) Discussion regarding Noise Ordinance (5/22/06 Trustee Noeldner's request)
- p) Discussion adopting policy similar to State's Vacation Escrow Plan
- q) Status of Establishing Employee Assistance Program in 2007 Budget
- r) Follow-up regarding of pedestrian traffic in downtown (from September Meeting)

## 10. Adjournment

### **Committee Members: Chair: Steve Staton; Phil Harms; Jerry Bollig**

Notice is hereby given that a majority of the Village Board of the Village of Oregon is expected to be present at the meeting of the Personnel, Public Safety and Protection Committee meeting scheduled for February 26, 2007 to gather information about subjects over which they have decision-making responsibility. This constitutes a meeting of the Village Board of the Village of Oregon pursuant to State ex rel. Badke v. Greendale Village Board, 173 Wis. 2d 553, 494 N.W. 2d 408 (1993) and must be noticed as such although the Village Board will not take any formal action at this meeting.

Any person who has a qualifying disability as defined by the Americans with Disabilities Act that requires the meeting or materials at the meeting to be in an accessible location or format must contact the Village Clerk at (608) 835-3118, 117 Spring Street, Oregon, Wisconsin, at least twenty-four hours prior to the commencement of the meeting so that any necessary arrangements can be made to accommodate each request.