

**VILLAGE OF OREGON**  
**SPECIAL PERSONNEL, PUBLIC SAFETY & PROTECTION COMMITTEE MEETING**  
**Monday, February 4, 2008**  
**5:00 p.m.**

## Note Meeting Time and Date

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

1. Call to order
2. Roll call
3. Approval of Minutes – Special 11/5/07
4. Public Appearances
  - a) Discussion and Recommendation to Village Board re: Application for Temporary Picnic Liquor License for February 16, 2008 Event at Red Brick Bldg. by Oregon Chamber of Commerce **Recommended motion: Approve application for Temporary Picnic Liquor License for February 16, 2008 event by Oregon Chamber of Commerce**
  - b) Discussion and Recommendation to Village Board re: Change of Agent request by Kwik Trip #731 (135 N. Main Street) to Jenessa Niemuth **Recommended motion: Approve change of agent at Kwik Trip #731 to Jenessa Niemuth**
5. Communications and Miscellaneous Business
  - a) Discussion and Possible Recommendation to Village Board re: Use of Railroad by Brooklyn Chamber of Commerce for Depot Days
6. Police Chief's Report
  - a) Monthly Statistic Reports including Downtown Parking Enforcement Summary
  - b) Update regarding Offer of Donation for Police Canine
  - c) Update re: Property Condition at 523 Janesville Street
7. Unfinished Business
  - a) None
8. New Business
  - a) Discussion and Possible Recommendation to Village Board re: Resolution #08-04, Adopting Revised 2008 Salary Schedule Pertaining to Court Clerk
  - b) Discussion and Possible Recommendation to the Village Board re: Paying Newly Appointed Court Clerk \$17.48 initially instead of after 6 Months
  - c) Discussion and Possible Action re: Amending Meal Reimbursement Policy
9. Future Assignments
  - a) Discussion of Village Board's Involvement in Resignations and Advertising of Positions

- b) Reviewing Ordinance Governing Village Administrator's Authority regarding Personnel Matters
- c) Village Administrator's Annual Evaluation
- d) Review of Performance Evaluations Forms
- e) Career Related Development Policy
- f) Review of FMLA Policy
- g) Development of Time Off Policy for Employees who become fulltime
- h) Municipal Facilities Building Usage Policy and Community Room Rules
- i) Discussion of Establishing a New Policy to Regulate Out-of-State Travel for Training and Conferences
- j) Discussion adopting policy similar to State's Vacation Escrow Plan
- k) Status of Establishing Employee Assistance Program
- l) Creation of Speed Zone on North Alpine Parkway

10. Adjournment

**Committee Members: Chair: Eric Poole; 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 special meeting of the Personnel, Public Safety and Protection Committee meeting scheduled for February 4, 2008 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.