

Draft Minutes

The Village of Oblong Board of Trustees met in regular session on Wednesday, February 1st, 2017, in the Farley Room of the Municipal Building.

Members Present: Mayor Randy Rich, Clerk Ladora Boyd, Trustee Rick Catt, Trustee Dave Hasty, Trustee Jay Haines, Trustee Ken Russell, Trustee Teresa Fielder, Trustee Debi Wilson and Treasurer/Deputy Clerk Jan Miller.

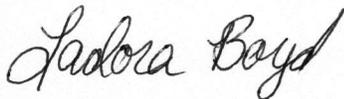
Others Present: Police Chief Chad Pusey, Public Works Superintendent Gary Lanter, Chris Dewitt (WTYE/WTAY), Tom Compton (Daily News), Lindsey Cunningham (Character Counts Representative), Mike McReynolds, Mike McReynolds, Junior and Bill Burke.

1. The meeting was called to order at 7 pm by Mayor Rich; with everyone standing and saying the Pledge of Allegiance.
2. The Regular Board Meeting Minutes of January 4th, 2017, were approved with a motion by Teresa and a second by Dave. All ayes, motion carried.
3. There were no additions or deletions to the agenda this month.
4. There was one Delinquent Water Bill customer at this month's meeting. Mike McReynolds asked if he could pay his water bill in 2 installments this month. The Board granted his request.
5. Lindsay Cunningham wanted permission to have a nighttime GloRun for the Character Counts program at the Elementary School on March 31st starting at 7 pm (Rain Dates are April 1st or April 7th). The Board granted her request.
6. The Antique Tractor and Engine Club wanted permission to use the Park on August 11th, 12th and 13th for their annual Antique Tractor and Engine Show. The Board granted their request.
7. Randy read Alex VanSchoyck's letter of resignation. Motion by Teresa, with a second by Jay, to accept the resignation of Alex VanSchoyck. Roll Call Vote as follows: Rick-aye; Dave-aye; Jay-aye; Ken-aye; Teresa-aye; Debi-aye. Motion carried.
8. Mayor's Comments:
Randy stated that he did not have anything to report this month.
9. Reports of Committees:
 - a. Police: Teresa stated that Chad had training on February 21st in Noble on Law Vehicle Codes Update Class. Teresa stated that there is an Administration of Opioid Overdose Medication Policy that will need to be adopted by the Village. Motion by Teresa, with a

second by Rick, to adopt the Administration of Opioid Overdose Medication Policy. All ayes, motion carried.

- b. Building and Park: Debi stated that she had nothing to report this month.
 - c. Sidewalks and Lights: Dave stated that he had nothing to report this month.
 - d. Street and Alley: Jay stated that there was nothing to report this month.
 - e. Water and Sewer: Ken stated that he had nothing to report this month. Gary stated that Travis and he will be attending the annual IRWA Conference in Effingham on February 21st, 22nd, and 23rd.
 - f. Finance: Rick presented a copy of the suggested wording changes to the Employee Guidelines Vacation Days Section. (See attached sheet). Motion by Rick, with a second by Teresa, to accept the wording changes to the Employee Guidelines. All ayes, motion carried. Rick stated that the department heads will need to start working on their respected budgets for the next fiscal year. The committee will need the budget to go over before the April Board Meeting.
 - g. Development: Randy stated that there was nothing to report at this time.
10. Motion by Jay, with a second by Debi, to pay the bills that were on the warranty list and any utility bills, bills that will incur a late charge or reimbursements to employees. All ayes, motion carried.
11. There were no other items of business this month
12. Motion by Rick, with a second by Teresa, to adjourn the meeting at 7:11 pm. All ayes, motion carried.

Respectfully submitted



Ladora Boyd, Clerk

2. VACATION

All permanent employees will be granted vacation time on the following scale:

1 year employment	one week paid vacation (Upon year anniversary)
2-4 years employment	two weeks paid vacation
5-9 years employment	three weeks paid vacation
10 or more year's employment	four weeks paid vacation

All vacations should be scheduled at least two weeks prior to vacation. The Superintendent and the Office Managers will have first priority in scheduling. Seniority will then follow for remaining employees. Vacations of more than 2 consecutive weeks must be approved by the Superintendent. Vacations may be changed or traded providing there are no scheduling conflicts with other employees. In emergency situations, where an employee may be called in while on vacation, that employee may either reschedule the vacation days worked at a later date, or be paid overtime.

Carryover of Vacation Hours - Prior to the employee's fifth anniversary date, no employee may carry over vacation hours from one year to the next. Thereafter, an employee may carry over vacation hours from year to year, not to exceed 40 hours total. Any other excess vacation hours will be lost at year end.

Vacation days must to be taken as ½ day or whole days.

When the Public Works Superintendent is on vacation, it will be the responsibility of the person next in seniority to have the supervisory responsibilities.