



# ADMINISTRATION AND COMPENSATION OVERSIGHT COMMITTEE MEETING AGENDA

Wednesday, August 13, 2014 at 3:30 pm  
Fire Station – Small Meeting Room  
2258 Mill Road

For additional information check: [www.sisterbaywi.gov](http://www.sisterbaywi.gov)

*In order for everyone to hear the discussion please, turn off your cell phone. Thank you.*

## Call Meeting to Order

### Roll Call

1	Dave Lienau		4	vacant	
2	Pat Duffy				
3	Joann Clove, Citizen Member			<i>Finance Director – Juliana Neuman</i>	
				<i>Administrator – Zeke Jackson</i>	

## Approval of the Agenda

### Approval of minutes as attached

### Comments and Correspondence

### Discussion Items

1. Discuss and develop a policy for exempt and non-exempt position requirements. Consider a motion to the Board for Action.
2. Review and discuss Proposed Pay Scale. Consider a motion to recommend to the Board for Action.
3. Discussion on creating a PTO policy. Consider a motion to recommend to the Board for Action.
4. Matters to be place on a future agenda or referred to a Committee, Official or Employee

## Adjournment

### Public Notice

Questions regarding the nature of the agenda items or more detail on the agenda items listed above scheduled to be considered by the governmental body listed above can be directed to Village Administrator Zeke Jackson, at 920-854-4118 or at [zeke.jackson@sisterbaywi.gov](mailto:zeke.jackson@sisterbaywi.gov).

It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above-stated meeting to gather information; no action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice. Upon reasonable notice, a good faith effort will be made to accommodate the needs of disabled individuals through sign language interpreters or other auxiliary aid at no cost to the individual to participate in public meetings. Due to the difficulty in finding interpreters, requests should be made as far in advance as possible preferably a minimum of 48 hours. For additional information or to request this service, contact the Sister Bay Village Administrator at 854-4118, (FAX) 854-9637, or by writing to the Village Administrator at the Village Administration Building, 2383 Maple Drive, P.O.B. 769, Sister Bay, WI 54234. Copies of reports and other supporting documentation are available for review at the Village Administration Building during operating hours. (8 a.m. – 4 p.m. weekdays).

I hereby certify that I have posted a copy of this agenda at the following locations:

- Administration Building       Library       Post Office

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Name

\_\_\_\_\_  
Date