

SPECIAL MEETING, JULY 22, 2020 at 4:00 PM. at the village office.

Present: Mayor Scholl, Trustees Bennett, Jarvis, and Mullady, Attorney Douthat

Guest: Kelli Rose, Deputy Clerk

The purpose of the meeting was to work on the **Employee Policies.**

The board reviewed the forms. The board also reviewed the overtime policies and discussed scheduled vs called in overtime. They also discussed vacation, personal leave and sick time rules. It was agreed that the Supervisor of the department is responsible to make sure their training is up to date, and copies of training should be forwarded to the Village Office for the files. The Trustee in charge of the department should follow up to make sure the training is being done as required. Each Supervisor should submit a list of the training requirements to the village office as soon as possible.

Tr. Jarvis made the motion, seconded by Tr. Mullady to adjourn to executive session at 5:19 PM to discuss the employment history of particular persons, all were in favor motion carried. Tr. Jarvis made the motion, seconded by Tr. Mullady to adjourn the executive session at 5:31 PM, All were in favor motion carried. Mayor Scholl stated that a decision was made to terminate a part time EMS employee and the incident at the fire was already taken care of.

Mayor Scholl appointed **Christopher Aierle, part time EMT/Driver.** Tr. Jarvis made the motion, seconded by Tr. Mullady to accept the appointment, all were in favor motion carried.

Tr. Mullady made the motion, seconded by Tr. Jarvis to adjourn at 5:32 PM, All were in favor