



VILLAGE OF FRUITPORT PERSONNEL COMMITTEE MEETING MINUTES MARCH 13, 2023

1. Call to Order – Chairperson Rothenberger called the meeting to order at 10:01 a.m.
2. Committee Members Present: Roger Vanderstelt, Village President and Carl Rothenberger, Personnel Committee Chairperson and Village Councilperson
3. Public Comment – No public was present.
4. Wage Increases – Wage increases for all staff were discussed. Rothenberger made a motion to recommend wage increases discussed to Village Council. The motion was supported by Vanderstelt. Roll call vote – Yes: Rothenberger and Vanderstelt. No: none. Motion carried.
5. 457 Employee Program – Rothenberger made a motion to recommend to Village Council to increase the Village match to employee contributions to the 457 Employee Program from four percent matching to five percent matching. The motion was supported by Vanderstelt. Roll call vote – Yes: Rothenberger and Vanderstelt. No: none. Motion carried.
6. Flexible Spending Account (FSA) – Vanderstelt made a motion to recommend to Village Council to implement this program to enable staff to pay many out-of-pocket medical expenses with tax-free dollars. The motion was supported by Rothenberger. Roll call vote – Yes: Rothenberger and Vanderstelt. No: none. Motion carried.
7. Paid Holidays – Rothenberger made a motion to recommend to Village Council to add Presidents Day (observed annually on the third Monday in February) as a paid holiday for staff. Holiday to be prorated for part-time employees. Since Village Council typically meets on the third Monday of every month, it was further added to the motion to recommend to Village Council to allow the Clerk and Treasurer (if necessary due to attendance and preparation for Council meeting) to utilize leave time for holiday by adding an additional 8 hours for full-time staff and prorated for part-time staff to annual paid time off. The motion was supported by Vanderstelt. Roll call vote – Yes: Rothenberger and Vanderstelt. No: none. Motion carried.
8. Boat Launch Attendant – Rothenberger made a motion to recommend to Village Council to attempt to hire a boat launch attendant for a minimum of 32 hours per week during the 2023 boating season. If approved by Council, Vanderstelt will contact last year's boat launch attendant regarding rehire. The motion was supported by Vanderstelt. Roll call vote – Yes: Rothenberger and Vanderstelt. No: none. Motion carried.
9. Seasonal DPW Employee – Vanderstelt made a motion to recommend to Village Council to hire a seasonal DPW employee for a minimum of 32 hours and maximum of 40 hours per week. The motion was supported by Rothenberger. Roll call vote – Yes: Rothenberger and Vanderstelt. No: none. Motion carried.
10. Employee Training Reimbursement Agreement – Committee decided this should be presented by Clerk as regular agenda item at March 29, 2023 Village Council Meeting.
11. Zoning Administrator Compensation – Rothenberger made a motion to recommend to Village Council to begin monetary compensation to the Village Zoning Administrator. This is due to

Michigan Township Services no longer performing zoning administrator duties for municipalities. Vanderstelt supported the motion. Roll call vote – Yes: Rothenberger and Vanderstelt. No: none. Motion carried.

12. Public Comments – No public was present.

13. Adjournment – Rothenberger made a motion to adjourn the meeting at 11:09 a.m.

Respectfully submitted,

Amy Haack, Clerk