



ADMINISTRATION/PERSONNEL COMMITTEE  
MEETING NOTES OF FEBRUARY 7, 2024  
420 N FRONT ST  
SUTTONS BAY, MI 49682

The meeting was called to order at 8:34 a.m.

Present: Christensen, Lutke and Suppes

Staff present: Fay and Larrea

#### Reports

The Treasurer's report was submitted by DeVol and can be found in this meeting packet.

#### VSB-2024-01 Personnel Policy Manual Discussion

Following discussion, it was the consensus of Committee to change the proposed language, striking "*at their regular pay*", to read as follows

Any non-exempt on-call employee called to work at a time other than their normally schedule shift will be paid for a minimum of two hours and will receive one and a half times their regular pay rate for all time worked during the period of their service call.

Committee further requests an attorney review on the language and recommends approval to Council.

#### Status Update – Other Committees

##### VSB-2024-03 Marina slip Request

A request was made to transfer a slip to a slip holders family member who was not on the waiting list. The Marina Ordinance does not allow for a slip transfer; therefore, the Marina committee recommends to Village Council to support the Harbor Masters decision to deny the request.

##### VSB-2024-04 Marina Master Plan

The draft Marina Master Plan is an updated plan elevating goals not yet accomplished as priorities, such as the parking lot, bridge and bathrooms. The Village is working toward a March approval so that a grant application can be submitted with a deadline of April 1<sup>st</sup>.

VS-2024-02 Stratton Way Petition

The General Services Committee discussed a request to change Stratton Way to a one-way. The Committee recommends to Council to deny the request as the Committee found there was no real advantage to the community to change to a one-way. No accidents or complaints have been reported on Stratton Way.

The meeting adjourned at 9:27 a.m.

Meeting notes submitted by Shar Fay, Clerk.