



ADMINISTRATION/PERSONNEL COMMITTEE

Meeting Notes of August 7, 2024

420 N. Front Street

Suttons Bay, MI 49682

The meeting was called to order at 8:30 a.m.

Present: Christensen and Suppes

Absent: Lutke

Staff: Petroskey and Larrea

Public comments: None

VSB-2024-33 Managers Ordinance

Manager Larrea presented his report and noted that the current Ordinance caps purchases at \$2000. Larrea is asking for the Ordinance to be amended to provide for up to \$5000 and to allow the manager to enter in a contract up to \$8000. Suppes noted that this amount had not been updated since 2004. Following discussions, it was the consensus of committee to recommend that the Village Council amend Manager's Ordinance.

VSB-2024-34 Employee Handbook Updates

Larrea stated that these Handbook updates were before the Administrative committee in May. He added that most updates relate to legislative changes and a couple of clarifications as they relate to Holiday pay and call in pay. It was the consensus of committee to recommend that the Village Council approve the amendments to the Employee Handbook as presented.

Status Update-Other Committees

Larrea stated that the committee is recommending that the Art in the Park be put on hold in waterwheel until we see how the park is utilized.

Committee member comments:

Suppes suggested if in the future it is decided to place art in the park, council could look at an art piece that could represent the waterwheel itself.

The meeting adjourned at 8:55 a.m.

Meeting notes submitted by Dorothy Petroskey, Clerk.