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MEMORANDUM

1/24/2024

TO: Town of Beloit Board of Supervisors  
FROM: Tim Wellnitz, Town Administrator  
RE: Discussion and possible action on Memorandum of Understanding with Town of Beloit Firefighters Local 583 related to Workweek

**STAFF RECOMMENDATION**

I recommend that the Board approve the MOU with Town of Beloit Firefighters Local 583.

**RECOMMENDED MOTION**

I move to approve the proposed memorandum of understanding with Town of Beloit Firefighters Local 583 related to Workweek.

**BACKGROUND**

The current labor contract is in effect from 2023 – 2025. The federal Fair Labor Standards Act (FLSA) requires an employer to pay overtime to firefighters for hours worked in a work period in excess of the federal threshold provided.

**ANALYSIS**

The proposed MOU would provide a different way to schedule work reduction (furlough) days, which would minimize overtime liability risk for the Town.

**CC: Karry DeVault, Town Clerk**

## **Memorandum of Understanding**

**Between the**

**Town of Beloit Fire Fighters International Association of Firefighters Local 583, AFL-CIO**

**And the**

**Town of Beloit**

**WHEREAS** the current 2023-2025 Collective Bargaining Agreement between the Town of Beloit (Town) and the Town of Beloit Fire Fighters International Association of Firefighters Local 583, AFL-CIO (Union), provides an Article X – Workweek.

**WHEREAS** the Town and Union wish to make certain changes to this section of the contract.

**THEREFORE**, be it resolved, that the parties do hereby agree that Article X – Workweek will be amended to read as follows:

### **ARTICLE X** **WORKWEEK**

#### **Section 1 – Work Week**

##### **WORK PERIOD:**

Per U.S.C. Section 207(k), the work period shall be defined as 28 days.

#### **Section 2 – Hourly Rate**

The hourly rate shall be obtained by dividing the annual base salary by two thousand, nine hundred and Twelve (2912) hours.

#### **Section 3 – Work Reduction Time (FLSA)**

- A. Employees shall work an average of fifty-six (56) hours per week.
- B. Effective January 1, 2024, each employee is scheduled to work 2,912 hours. The application of 6 work reduction days to the FLSA work schedule will reduce the FLSA overtime liability for those FLSA work periods in which they are applied.
- C. The selection of work reduction days shall be set by the Chief or determined by shift, based on seniority, and subject to final authorization of the Fire Chief. Work reduction days may be scheduled at any time during the calendar year when a work reduction day will offset FLSA overtime liability risk for the Town with the intention that only one work reduction day is needed during the FLSA work period.