

PERSONNEL COMMITTEE AGENDA  
Monday, April 13, 2015 – 6:15 p.m.  
(or immediately following previously scheduled meeting)  
**Former Mid-State Technical College Building – 933 Michigan Avenue**  
[A quorum of the City Council may attend this meeting]

Discussion and possible action on:

1. Request to fill vacancy in the Streets Department.
2. Request to hire LTE(s) at the Municipal Airport.
3. Request to fill vacancy in Community Development.
4. 2015 Base Wage Collective Bargaining Agreement with Teamsters Local 662.
5. Adjournment.

Any person who has special needs while attending this meeting or needs agenda materials for this meeting should contact the City Clerk as soon as possible to ensure a reasonable accommodation can be made. The City Clerk can be reached by telephone at (715) 346-1569, or by mail at 1515 Strongs Avenue, Stevens Point, WI 54481.

Copies of ordinances, resolutions, reports and minutes of the committee meetings are on file at the office of the City Clerk for inspection during normal business hours from 7:30 a.m. to 4:00 p.m.

April 8, 2015

MEMORANDUM

TO: Personnel Committee

FROM: Lisa Jakusz, City Personnel

RE: April, 2015 Agenda Packet

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1. We received a resignation from an employee in the Streets Department. The request is to re-fill the vacancy. This position is accounted for in the 2015 budget.
2. Due to an unforeseen medical leave, Director Lemke is requesting permission to hire two part-time limited term employees to assist the Airport Manager Jason Draheim in maintaining the operations of the airport for the duration of the employee's absence. Please refer to Director Lemke's memo for specific information.
3. Director Ostrowski is requesting permission to fill the quarter time Plumbing Inspector position. Please refer to Director Ostrowski's memo for specific information.
4. This item is to approve the 2015 labor agreement with Teamsters, Local 662. Because this union has gone through the annual recertification process, we bargain over base wages. You will note that the base wages indicated in Appendix A of the agreement match Step one on the 2015 pay plan matrix. Please feel free to contact me with any questions.

City of Stevens Point  
1515 Strongs Avenue  
Stevens Point, WI 54481-3594



**Scott A. Schatschneider**  
**Director of Public Works**  
Phone: 715-346-1561  
Fax: 715-346-1650

April 1, 2015

TO: Mayor Wescott and Personnel Committee  
FROM: Scott Schatschneider, Director of Public Works  
RE: Request to fill vacant position

Dear Mayor and Personnel Committee;

The Public Works Department is seeking permission to fill (1) vacancy in the Street's Department following a recent resignation. The request for approval would be to fill a Street's Maintenance Worker position

Sincerely,

A handwritten signature in cursive script that reads "Scott Schatschneider".

Scott Schatschneider

Director of Public Works

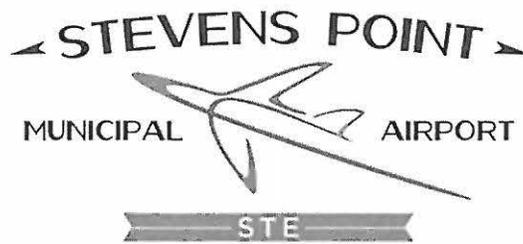
Cc: Lisa Jakusz-City Personnel Manager

Approved:

A handwritten signature in cursive script that reads "Gary Wescott".

Mayor Gary Wescott

City of Stevens Point  
Department of  
Public Utilities &  
Transportation



Joel C Lemke  
Director  
Phone: 715-345-5266  
jlemke@stevenspoint.com

March 31, 2015

**MEMO**

TO: Mayor Wescott and Personnel Committee

RE: Request to hire temporary employee(s) at the Airport

Due to a medical related absence, the Airport is currently staffed with only one employee. Coming into a busier time of the year, the airport is often a seven day operation every week, with extended hours on many of those days. Because of this, and general operating need, we need additional personnel to fill hours.

We are proposing to enlist the help of qualified personnel from nearby airports who already have the qualifications to do the job required of them. Our largest need is individuals who already have fueling experience on a large variety of aircraft.

The temporary positions would only be until we are fully staffed again, and will not run past the end of 2015 without further approval. The wage is proposed at G-1 in the pay plan (\$17.77). If possible, we will hire on enough help through one or more individuals to have the equivalent of a full-time employee present, approximately 40 hours per week.

Thank you for your consideration.

Sincerely,

A handwritten signature in black ink, appearing to read "Joel Lemke".

Joel Lemke  
Director of Public Utilities and Transportation

Approved:

A handwritten signature in black ink, appearing to read "Gary Wescott".  
Gary Wescott, Mayor

City of Stevens Point  
1515 Strongs Avenue  
Stevens Point, WI 54481-3594



Department of Community Development  
Ph: (715) 346-1567  
Fax: (715) 346-1498

April 6, 2015

Mayor Gary Wescott  
1515 Strongs Avenue  
Stevens Point, WI 54481

Dear Mayor Wescott:

I have been informed that our Plumbing Inspector, Dennis Church, will be resigning from his position as of July 10, 2015.

I am seeking to refill the position with either another individual, or with a contract firm. Since the position is only quarter-time, and requires the person to be either a journeyman or master plumber, as well as having the inspector certifications, it may be a difficult position to fill.

Thank you for your consideration. If you should have any questions, please do not hesitate to contact me.

Sincerely,

Michael Ostrowski  
Director of Community Development  
City of Stevens Point

OK  
Low  
4/2/15

**AGREEMENT  
BETWEEN**

**CITY OF STEVENS POINT, WISCONSIN**

**AND**

**TEAMSTERS GENERAL UNION, LOCAL 662,  
AFFILIATED WITH THE INTERNATIONAL  
BROTHERHOOD OF TEAMSTERS**

**January 1, 2015 - December 31, 2015**

## AGREEMENT

This Agreement made and entered into by and between the City of Stevens Point, Wisconsin, hereinafter referred to as "Employer" and Teamsters General Union, Local 662, affiliated with the International Brotherhood of Teamsters, hereinafter referred to as the "Union."

### ARTICLE 1 - RECOGNITION

The Employer recognizes the Union as the sole and exclusive bargaining representative for the purposes of engaging in conferences and negotiations establishing wages for all regular full-time employees and regular part-time employees in classifications set forth in Appendix "A" of this Agreement, which is incorporated herein by reference, excluding the Secretary to the Director, supervisors, managerial and executive, confidential, seasonal or casual employees and all other employees of the Departments.

### ARTICLE 2 - WAGES

Employees shall be paid the wages set forth in Appendix "A" of this Agreement effective January 1, 2015 to and including December 31, 2015.

### ARTICLE 3 - DURATION

This Agreement shall become effective when signed and shall remain in full force and effect through December 31, 2015.

APPENDIX A

Group I	
Chief Operator Water/Sewage	
Construction Foreman	
Group II	22.13
Equipment Operator	
Inspection Technician	
Group III	19.95
Operator Water/Sewage	
Distribution/Construction/Service	
GIS Specialist	22.13
Customer Service Representative	17.77
Storm Systems Crew	15.58

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~~Bill White Bill~~

~~Bill~~ 26.50

Rog K *PK* 4-7-2015

Craig *CC* 4-7-2015

Ryan *RG* 4-7-2015

Jerry *JDC* 4-7-2015

APPENDIX A

	<u>Base Wage Rate</u>
Group I Chief Operator Water/Sewage Construction Foreman	<del>26.80</del> 26.50
Group II Equipment Operator Inspection Technician	22.13
Group III Operator Water/Sewage Distribution/Construction/Service	19.95
GIS Specialist	22.13
Customer Service Representative	17.77
Storm Systems Crew	15.58

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**CITY OF STEVENS POINT  
2015 STEP STRUCTURE - HOURLY FORMAT**

			87.5%	90.0%	92.5%	95.0%	97.5%	100.0%	102.5%	105.0%	107.5%	110.0%	112.5%
Grade	Start	End	Minimum	Step 2	Step 3	Step 4	Step 5	Control Pt	Step 7	Step 8	Step 9	Step 10	Step 11
R	950	999	\$41.77	\$42.97	\$44.16	\$45.35	\$46.55	\$47.74	\$48.93	\$50.13	\$51.32	\$52.51	\$53.71
Q	900	949	\$39.59	\$40.73	\$41.86	\$42.99	\$44.12	\$45.25	\$46.38	\$47.51	\$48.64	\$49.78	\$50.91
P	850	899	\$37.41	\$38.48	\$39.54	\$40.61	\$41.68	\$42.75	\$43.82	\$44.89	\$45.96	\$47.03	\$48.09
O	800	849	\$35.22	\$36.23	\$37.23	\$38.24	\$39.24	\$40.25	\$41.26	\$42.26	\$43.27	\$44.28	\$45.28
N	750	799	\$33.04	\$33.98	\$34.93	\$35.87	\$36.82	\$37.76	\$38.70	\$39.65	\$40.59	\$41.54	\$42.48
M	700	749	\$30.86	\$31.74	\$32.62	\$33.51	\$34.39	\$35.27	\$36.15	\$37.03	\$37.92	\$38.80	\$39.68
L	650	699	\$28.67	\$29.49	\$30.31	\$31.13	\$31.95	\$32.77	\$33.59	\$34.41	\$35.23	\$36.05	\$36.87
K	600	649	\$26.50	\$27.25	\$28.01	\$28.77	\$29.52	\$30.28	\$31.04	\$31.79	\$32.55	\$33.31	\$34.07
J	550	599	\$24.32	\$25.01	\$25.71	\$26.40	\$27.10	\$27.79	\$28.48	\$29.18	\$29.87	\$30.57	\$31.26
I	500	549	\$22.13	\$22.76	\$23.39	\$24.03	\$24.66	\$25.29	\$25.92	\$26.55	\$27.19	\$27.82	\$28.45
H	450	499	\$19.95	\$20.52	\$21.09	\$21.66	\$22.23	\$22.80	\$23.37	\$23.94	\$24.51	\$25.08	\$25.65
G	400	449	\$17.77	\$18.28	\$18.79	\$19.29	\$19.80	\$20.31	\$20.82	\$21.33	\$21.83	\$22.34	\$22.85
F	350	399	\$15.58	\$16.03	\$16.47	\$16.92	\$17.36	\$17.81	\$18.26	\$18.70	\$19.15	\$19.59	\$20.04
E	325	349	\$13.96	\$14.36	\$14.75	\$15.15	\$15.55	\$15.95	\$16.35	\$16.75	\$17.15	\$17.55	\$17.94
D	300	324	\$12.92	\$13.29	\$13.66	\$14.03	\$14.40	\$14.77	\$15.14	\$15.51	\$15.88	\$16.25	\$16.62
C	275	299	\$11.96	\$12.30	\$12.64	\$12.99	\$13.33	\$13.67	\$14.01	\$14.35	\$14.70	\$15.04	\$15.38
B	250	274	\$11.08	\$11.39	\$11.71	\$12.03	\$12.34	\$12.66	\$12.98	\$13.29	\$13.61	\$13.93	\$14.24

1.5% increase over 2014