

PERSONNEL COMMITTEE MEETING
January 14, 2013 – 7:38 p.m.
Lincoln Center ~ 1519 Water Street

PRESENT: Chairperson Moore; Alderpersons Patton, Slowinski, Phillips

EXCUSED: Alderman O'Meara

ALSO

PRESENT: Mayor Halverson; C/T Schlice; Clerk Moe; City Attorney Molepske; Alderpersons R. Stroik, Suomi, M. Stroik, Beveridge; Directors Ostrowski, Lemke, McGinty, Schrader, Schatschneider; Assistant Assessor Patoka; Assistant Chief Skibba; Chief Kujawa; Deputy Comptroller/Treasurer Freeberg; Assistant to the Mayor Pazdernik; Barb Jacob; Mary Ann Laszewski; Corey Ladick; Larry Lee; Brandi Makuski; Matthew Brown ~ Portage County Gazette; Kevin Lu ~ Stevens Point Journal; Human Resource Manager Jakusz

Chairperson Moore called the meeting to order.

1. Request to fill vacancy ~ Transit Department

The request is to fill a vacancy created by a retirement. This position is included in the 2013 budget. Motion by Alderman Patton to approve refilling the vacancy; seconded by Alderman Slowinski. Ayes all, nays none. Motion carried.

2. Notice of Intent

Included in the packet was written notice from Pam Kruzicki regarding her intent to run for re-election for the Town of Alban Clerk Treasurer position this spring. Motion by Alderman Patton to place the notice on file, second by Alderman Phillips. Ayes all, nays none. Motion carried.

3. Discussion and possible action on reorganization of City departments including Community Development and the Assessor's Office

Mayor Halverson referred to the agreement for Assessor services that was approved under the Finance Committee agenda. He indicated that the City will retain two full-time employees in the Assessor's Office. He feels this is an opportune time to blend these positions and their functions with

Community Development Department and have the Community Development Director oversee their day-to-day function. Mayor Halverson would also like to locate them closer to the Community Development office. Moving their location would necessitate a small amount of remodeling to create a conference room/break room in the current location of the Assessor's Office and create additional office space for these two positions adjacent to Community Development.

Alderman Slowinski asked if we don't approve this, then who would be responsible for oversight of these two employees?

Alderman Phillips voiced his opinion that if the City is contemplating a move of City Hall to the old MidState building, it would be a waste of money to remodel the current location.

Mayor Halverson replied that the soonest such a move would occur would be the spring or summer of 2014, if then.

He added that two walls in the current Assessor's Office would come out; the paralegal's office would move to be in closer proximity to the City Attorney. The amount of expenditure would be minimal.

Alderman Phillips also voiced his concern about the amount of traffic going to one corner of the building to visit the Assessor's Office and Community Development.

Alderman Slowinski stated that the two departments could be joined without knocking out walls. Mayor Halverson replied that co-locating the two departments would allow for one stop versus two for constituents.

Alderman R. Stroik state that the contract with Mr. Siebers for outside services will run through June of 2013; this Spring the Common Council will decide if the City should have a hired Assessor on staff or if we should continue contracting for this service. He feels that anything we do at this point should be temporary until the decision is made by the Council regarding the Assessor position.

Barb Jacob stated that she agrees with Alderman R. Stroik. She added that Michael Ostrowski can oversee the staff from down the hall.

Chairman Moore stated that he was disappointed over the lack of information included in the packet on this item. He also has concerns over the currently level of responsibilities Mr. Ostrowski has; he is not sure this is the best thing.

Alderman Phillips moved to postpone action until further review next month, Alderman Slowinski seconded.

Mary Ann Laszewski stated that she doesn't envision much oversight is necessary for the employees in the Assessor's Office.

Action on motion; ayes all, nays none. Motion carried.

4. Adjourn into closed session (approximately 7:55 p.m.) pursuant to Wisconsin State Statute 19.85(1) (e) [conducting other specified public business, whenever competitive or bargaining reasons require a closed session] for an update on bargaining

Motion by Alderman Phillips, second by Alderman Patton to adjourn into closed session (6:16 p.m.) pursuant to Wisconsin State Statute 19.85(1) (e) [conducting other specified public business, whenever competitive or bargaining reasons require a closed session] for an update on bargaining.

Roll Call: Moore, Slowinski, Patton, Phillips

Ayes all, nays none. Motion carried.

5. Alderman Phillips moved to reconvene in open session, Alderman Patton seconded (8:07 p.m.).

Roll Call: Moore, Slowinski, Patton, Phillips

Ayes all, nays none. Motion carried.

6. Discussion and possible action on Health Saving Account as it relates to public safety employees

Motion by Alderman Slowinski, second by Alderman Patton to extend the City's HSA contribution to eligible public safety employees. Ayes all, nays none. Motion carried.

7. Adjournment ~ 8:09 p.m.