

PERSONNEL COMMITTEE MEETING  
Monday, August 10, 2015 – 6:00 p.m.  
Lincoln Center ~ 1519 Water Street

PRESENT: Chairman Phillips; Alderpersons Slowinski, Mrozek, Patton, Oberstadt

OTHERS

PRESENT: Mayor Wiza; C/T Ladick; Attorney Beveridge; Clerk Moe;  
Alderson(s) Ryan, Doxtator, Van Stippen, Kneebone; McComb;  
Director(s) Ostrowski, Lemke, Schatschneider; Chief Finn; Sergeant  
Piotrowski; Jo Seiser; Ben Kollock; Jim Fuhrer; Barb Jacob; Jerry  
Jones; Nadine Jones; Armin Nebel; Julia Nummelin; John Buony;  
Nate Enwald ~ PC Gazette; Brandi Makuski ~ SPCT; Human  
Resource Manager Jakusz

Chairman Phillips called the meeting to order.

1. Out of state travel requests for 2016 per Administrative Policy 3.05  
Human Resource Manager Jakusz stated that one out of state travel request was submitted from the Director of Utilities and Transportation. Included in the packet was a memo from Director Lemke detailing his request.  
Alderman Slowinski moved to approve the out of state travel request submitted; Alderson Oberstadt seconded. Ayes all, nays none. Motion carried.
2. Amendment to Administrative Policy 2.07  
Human Resource Manager Jakusz reviewed the amendments to policy. She also stated that she would like the Personnel Committee to consider two additional amendments to the policy.

The first additional amendment appears on P. 2 of the handout in the last paragraph under #2. The paragraph should read: *“Employees whose pay rate is above the top step of their grade ~~are~~ **may be** eligible to receive the same increase that the matrix is adjusted by as established by the City Council during the budget process if they have achieved a performance rating of “Fully Competent”.*

HR Manager Jakusz stated that the proper authority for granting the pay raise should appropriately rest with the City Council and not be set by policy.

The second additional amendment relates to the third paragraph on P. 2 of the handout under #3. At this time further consideration needs to be taken on the appropriate language for this section in light of recent input by a supervisor. So at this point, this paragraph is being stricken from consideration.

Aldersperson Mrozek moved to approve the amendments to Administrative Policy 2.07 including the two additional amendments discussed this evening. Aldersperson Oberstadt seconded. Ayes all, nays none. Motion carried.

3. Crossing Guard Pay Rate

Included in the packet was a memo outlining the request.

Motion by Alderman Patton, second by Alderman Slowinski to approve increasing the School Crossing Guard pay rate to \$10.00 per crossing effective with the start of the fall semester. Aye all, nays none. Motion carried.

4. Adjournment – 6:07 p.m.