

SPECIAL
PERSONNEL COMMITTEE MEETING
Monday, August 7, 2017 – 4:50 p.m.
Lincoln Center ~ 1519 Water Street

PRESENT: Alderpersons Shorr, Dugan, Nebel
Alderman Morrow arrived at 4:53 p.m.

EXCUSED: Chairman Slowinski

OTHERS

PRESENT: Mayor Wiza; C/T Ladick; City Attorney Beveridge; Clerk Moe;
Alderman(s) Phillips, Kneebone, McComb, Oberstadt, Johnson,
Jennings; Director(s) Beduhn, Lemke, Ostrowski; Chief Finn; Marc
Buttera; David James; Bill Schofield; Ismaila Odogba; Christine
Koeller; Anton Anday; Gene Kemmeter – PC Gazette; Human
Resource Manager Jakusz

Chairperson Slowinski was not able to attend the meeting and Vice Chairperson Morrow would not be arriving for approximately 5 minutes. Alderman Shorr was selected to chair the meeting.

Alderman Shorr called the meeting to order.

Discussion and possible action on:

1. Request to create a full-time Building Inspection Superintendent position and eliminate a part-time Building Inspector position.

Director Ostrowski reviewed his memo from the packet which outlined his request. He currently has on staff one (1) full-time Building Inspector and three (3) part-time Building Inspectors. The plumbing inspector works very part-time; there are currently two (2) 24 hour per week inspectors on staff as well. One of whom previously had a 10 hour per week position and did only electrical inspections. However, last summer that position was increased to 24 hours per week due to one other previously full-time building inspector wishing to go part-time – 24 hours per week.

The 24 hour per week Building inspector has submitted his intent to retire. Director Ostrowski is now requesting to increase staff hours for this existing 24 hour per week inspector to full-time status, add the requirement of additional certifications to provide overlap in the department to provide better service and coordination of inspections, and modify the title to Building Inspection Superintendent.

Alderman Nebel questioned what would happen with the other part-time 24 hour per week position. Director Ostrowski stated that position would remain as is.

Alderman Dugan stated that she spoke with both Director Ostrowski and Associate Planner/Zoning Administrator Kyle Kearns about this request and supports it.

Alderman Shorr stated that the request is to modify one part-time position and make it full-time (24 hours per week to 40 hours per week) and that the increased cost for this will be absorbed within the department budget. He also noted that this position is currently in Grade N of the pay plan matrix. Director Ostrowski stated that the grade for this position is currently under review by our consultant.

Director Ostrowski noted that the labor market for this position is of concern. We had some difficulties filling a full-time vacancy a few years back, but will have a better handle on that when the position is announced. He stated that for the income side, he is considering modifications to the fee structure for 2018.

Alderman Morrow moved to approve the request; Alderman Dugan seconded. Ayes all, nays none. Motion carried.

2. Adjournment – 4:59 p.m.