

PERSONNEL COMMITTEE MEETING
Monday, September 11, 2017 – 6:12 p.m.
Lincoln Center ~ 1519 Water Street

PRESENT: Chairman Slowinski; Alderpersons Morrow, Shorr, Dugan, Nebel

OTHERS

PRESENT: Mayor Wiza; C/T Ladick; City Attorney Beveridge; Clerk Moe; Alderperson(s) Phillips, Kneebone, McComb, Oberstadt, Johnson, Jennings; Director(s) Beduhn, Lemke, Ostrowski; Chief Finn; Chief Skibba; Assistant Chief Zenner; Kirk Gwidt; Tina Gwidt; Christine Hoffman; Zach Hagenbucher; Gene Kemmeter; Human Resource Manager Jakusz

Chairman Slowinski called the meeting to order.

Discussion and possible action on:

1. Request(s) for additional staff – Police Department.
Mayor Wiza referred to his memo that was distributed just prior to the start of the meeting. He indicated that there is a shortfall in funding of approximately \$34 - \$35,000 for this position. He requests approval of the new position contingent on the Police Department being awarded the COPS grant.

Comptroller Treasurer Ladick noted that in his memo, the Mayor referenced a “savings” of \$19,700 for holiday time. He stated this is a budget line item and is not considered savings that could be put toward a new position request.

Alderman Shorr clarified that the information in the packet included other new positions, but requests for positions other than this additional drug officer will be in the form of additional requests in years to come.

Alderperson Dugan stated that although District 8 is somewhat of a suburban district, her constituents have an expectation of policing. She added that she is very much in favor of community policing; she views it as a way to allow officers to attend neighborhood association meeting as well as a way to address drug and alcohol problems in our community.

Alderman Morrow stated his opinion that an additional position has been needed.

Chief Skibba thanked the Personnel Committee for their consideration of his request. He noted that they are going out of their way to find the funding for the additional position. He stated that police activity has greatly increased related to drug issues and we need to recognize additional resources are needed. He added that he is asking for consideration in pursuing funding.

Alderperson Johnson spoke in support of the additional position. She stated that these things seem invisible and shared that her family has been directly impacted by the drug problem.

Alderperson Nebel voiced her support of the position and stated that drugs are a bigger problem than people would recognize.

Alderman Morrow moved to approve the request for an additional officer in the police department (drug officer) contingent upon the City being awarded the COPS grant; Alderperson Nebel seconded. Ayes all, nays none. Motion carried.

2. Request for out of state travel – 2018

Human Resource Manager Jakusz stated that per Administrative Policy (3.05), known out of state travel requests are to be brought to the Personnel Committee prior to the completion of the upcoming year's budget. This year, three departments have submitted requests that were included in the packet for the Committee. All three Directors are on hand to address questions.

Mayor Wiza stated that the City has a top notch staff and permitting on-going education will allow that to continue.

It was noted that all three Directors indicated that funding for these requests would be within their budget.

Motion by Alderman Shorr to approve the requests for 2018 out of state travel; second by Alderman Dugan. Ayes all, nays. Motion carried.

3. Request to create Bailiff position – Municipal Court

Mayor Wiza stated that Municipal Court is relatively new to the City. He recently has had conversations with Judge McKenna and the City Attorney regarding security for the court. Currently, the City Conference Room is used the courtroom and although it isn't ideal, they are trying to make it work. Municipal Court is held in the evening after hours for all of the other departments. There have been some recent security improvements and the addition of this position would build on those. Mayor added that a job description has been drafted and will be forwarded to Springsted for review if the Committee and Council approve the creation of this position. It is very part time and likely will be paid a per diem similar to that of the bailiffs in the circuit courts. The cost for this position would be shared between the City and the Village of Plover; the Villages of Plover as well as the Municipal Court oversight committee are on board with the creation of this position.

Alderman Dugan stated she is curious about the need.

City Attorney Beveridge stated that it was brought up in conversations. The most concern is during pre-trial conferences where he and two other staff are present as well as the defendant. It is best practice to have someone in this capacity present during these proceedings or if there is disruption in the hall, this person can intervene.

Alderman McComb stated she is on the Municipal Court Oversight Committee and supports the request.

Chairperson Slowinski asked if the person we hire would need to have police training. Mayor Wiza stated that isn't a requirement but noted that several of the circuit court bailiffs are retired from law enforcement.

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

4. Approval of reclassification request – Assistant Superintendent of Streets

Chairperson Slowinski asked if HR Manager Jakusz if there was anything to add regarding this item. She indicated that she is recommending approval of this reclassification and that the reclassification be retroactive to the date Administrative Policy 2.05 Position Reclassifications was approved by the City Council (7/17/2017).

Chairperson Slowinski stated that he supports keeping the integrity of the pay plan intact.

Chairperson Slowinski moved to approve the reclassification for the Superintendent of Streets position, Alderperson Nebel seconded. Ayes all, nays none. Motion carried.

5. Adjournment 6:36 p.m.

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Mike Wiza
Mayor
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September 11, 2017

MEMORANDUM

TO: Personnel Committee

FROM: Mayor Wiza

RE: Request for Drug Officer

As you know, the Police Department has a need for additional staffing. We have had extensive discussions internally about way to meet this need with the budget limits we've had imposed on us by the State of Wisconsin.

The Police Department has completed a request for the Federal Community Oriented Policing Services (COPS) grant to fund \$41,666.00 of the officer's salary for the first three years, to a maximum of \$125,000.00. Congressman Kind has submitted a letter of support on behalf of Stevens Point and we remain optimistic that we will be awarded this grant.

To help offset the rest of the salary we have determined that the Department typically receives Federal and State grant funding for Drug Officer's investigation's, averaging \$8,400.00 annually. Additionally, Officers take contractual Holiday time off annually rather than taking in wages that averages \$19,700.00 annually.

The salary for the requested position is about \$83,332. This would leave approximately \$15,000.00 annually the City would need to fund.

Based on the anticipated grant award and offsetting reimbursements, I would respectfully request that the Personnel Committee approve hiring the requested Drug Officer contingent on being awarded the COPS grant.


Mike Wiza
Mayor of the City of Stevens Point