

PERSONNEL COMMITTEE MEETING
Monday, November 12, 2018 – 6:13 p.m.
Lincoln Center ~ 1519 Water Street

PRESENT: Chairperson McComb; Alderpersons Jennings, Dugan, Nebel

EXCUSED: Alderperson Oberstadt

OTHERS

PRESENT: Mayor Wiza; C/T Ladick; Clerk Piotrowski; Alderperson(s) Phillips, Slowinski, Johnson, Morrow; Director(s) Beduhn, Lemke, Ostrowski, Schrader; Chief Finn; Chief Skibba; Brandi Makuski; Brant Bergeron; Human Resource Manager Jakusz

Chairperson McComb called the meeting to order.

Discussion and possible action on:

1. Approval of Reclassification Request – Transportation Superintendent
The memo included in the packet was reviewed. Chairperson McComb asked how the step was determined. Mayor Wiza stated that reclassification speaks to the grade the position scores at. The internal process is to place the position in the step that allows for an increase.

Human Resource Manager Jakusz asked that due to the timing of when the response was received and the timing of the October packets going out, this change be made retroactive to the first pay period after the October Council meeting.

Alderperson Obsertadt stated she appreciated having the fiscal impact information. Alderperson Oberstadt moved to approve the reclassification request; Alderperson Nebel seconded. Ayes all, nays none. Motion carried.

2. Approval of position review as part of Public Works Reorganization.
The documentation included in the packet was approved. Alder McComb asked what step the two revised positions would be at. Human Resource Manager Jakusz indicated they would likely be at Step 1. Because the 2019 budget hasn't been approved, we are unable to

provide the exact cost; however the Director of Public Works has the funds included in his 2019 budget.

3. Request for exception to Administrative Policy 3.03 – Travel Reimbursements – Community Development.
Human Resource Manager Jakusz reviewed the request and what portion of Administrative Policy 3.03 this the request would be an exception to.

She stated she would have more of a concern if the request were for an open-ended period of time; however a new employee is starting in this role in early December. She added that because Stevens Point is a Class 3 City, we are required to have a plumbing inspector.

Alder Nebel voiced her support and stated the cost is approximately \$1,000 per month and the funds, per Director Ostrowski are available within his budget.

Alder Nebel moved to approve; Alder Jennings seconded.

Alderperson Slowinski asked if this would be for a one-month period.

Director Ostrowski stated that this would be retroactive to the end of September and would likely last through December.

Ayes all; nays none. Motion carried.

4. Adjournment – 6:24 p.m.