

City of Stevens Point Meeting Minutes

Personnel Committee

Monday, October 12, 2009, 6:43 p.m.

Lincoln Center, 1519 Water St.

Present: Chairperson Molski; Alderpersons Moore, Brooks, Walther, M. Stroik

Also Present: Mayor Halverson; C/T Schlice; Clerk Moe; City Attorney Molepske; Alderpersons Trzebiatowski, Mallison, Stroik, Wiza, Slowinski; Assessor Siebers; Chief Ruder; Directors Gardner, Schrader, Thomas; Interim DPW Saunders; William Nagle; Jim Brezinski; Mike Morrissey; Joel Lemke; Brenda Thomas; Bob Woehr; Assistant to Mayor Pazdernik; Gene Kemmeter - Portage County Gazette; Human Resource Manager Jakusz

Chairperson Molski called the meeting to order.

Index of these minutes:

1. Adjourn into closed session pursuant to Wisconsin State Statute 19.85(1)(c) and (f) (considering employment, promotion, compensation or performance evaluation date of any public employee over which the governmental body has jurisdiction or exercises responsibility; considering social or personal histories of specific persons which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations) to discuss Community Development Director Candidate.

Reconvene into open session (approximately 20 minutes after adjourning into closed session).

2. Request to hire above the minimum salary - Community Development Director.

3. Request to start new Community Development Director on or about November 16, 2009, prior to current Community Development Director's retirement on December 2, 2009.

4. Discussion and possible action on reorganization of Public Works/Engineering.

5. Request to fill vacancies that would occur as a result of the Public Works/Engineering reorganization (GIS/Construction Manager).

6. Adjournment.

1. Alderman Brooks moved to adjourn into closed session (6:45 p.m.) pursuant to Wisconsin State Statute 19.85(1)(c) and (f) [considering employment, promotion, compensation or performance evaluation date of any public employee over which the governmental body has jurisdiction or exercises responsibility; considering social or personal histories of specific persons which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations] to discuss Community Development Director Candidate. Alderman Moore seconded.

Roll Call: Molski, Moore, Walther, Brooks, M. Stroik

Ayes all; nays none. Motion carried.

Motion by Moore, seconded by Alderman Brooks to reconvene into open session (7:40 p.m.)

Roll Call: Molski, Moore, Walther, Brooks, M. Stroik

Ayes all; nays none. Motion carried.

2. Request to hire above the minimum salary - Community Development Director. Mayor's Memo

Alderman Brooks moved to approve hiring the new Community Development Director (Michael Morrissey) at an annual salary of \$70,246.00, Chairperson Molski seconded. Ayes all; nays none. Motion carried.

3. Request to start new Community Development Director on or about November 16, 2009; prior to current Community Development Director's retirement on December 2, 2009. Mayor's Memo

Alderman Brooks moved to approve the request to start the new Community Development Director prior to the retirement of the current Community Development Director, John Gardner. Alderman Brooks asked where the funds will come from to cover the additional cost for the overlap. Mayor Halverson replied that there may be some money available in the Community Development Department budget, if not the Comptroller Treasurer is aware of the request and will make funds available.

Ayes all; nays none. Motion carried.

4. Discussion and possible action on reorganization of Public Works/Engineering. Mayor's Slides

A power point presentation was given by Mayor Halverson on the immediate and long-term reorganization of Public Works/Engineering (copy of power point is attached). Mayor Halverson stated that the presentation shows a pro-active approach to succession planning rather than a reactive approach. The Director of Public Works position will move down three grades and be in the same grade as the other Directors; the City Engineer position would move up two grades and be in the same grade as Police Lieutenants and Assistant Fire Chiefs. Mayor stated that he would like to implement this change and hire Joel Lemke as the Director of Public Works effective 1/1/2010 at an annual salary of \$66,776 and promote Alex Saunders to the position of City Engineer effective 1/1/2010 at an annual salary of \$62,737.

Mayor Halverson addressed additional organizational changes that could occur based on employees eligible for retirement in the next two years. Effective 1/1/2012 finances from the Water/Wastewater Department would come under the Comptroller/Treasurer and Water and Wastewater operations would come under the Department of Public Works based on the high likelihood of management level retirements in the Water/Wastewater Department within the next 24 months. Mayor also reiterated using all of the institutional knowledge we have to aide in the reorganizational process prior to the 4 main retirements anticipated in the next 24 months.

Mayor Halverson stated that 65% of communities across the state of Wisconsin have an organization similar to what he is recommending.

Alderman O'Meara supported the reorganizational plan and felt that it was moving in the right direction, he also suggested conducting a wage survey for the positions of Engineer and Director of Public Works to ensure we are competitive. Mayor Halverson responded that the grade change for the Director of Public Works effective 1/1/2010 was appropriate at the \$66,776 salary. When the proposed reorganization takes place for 2012 a grade change for the Director of Public Works back to Grade 0 makes sense given the additional duties that would be absorbed within the larger department and a grade review would take place at the same time. At that point the City Engineer would be at an annual salary of approximately \$70,000 and if the Director goes back to Grade O that salary would be approximately \$85,000.

Alderperson Trzebiatowski questioned what impact the reorganization referenced for 2012 would have on ERP (expenditure restraint program) and/or the tax levy. Mayor Halverson responded that Water/Wastewater position would not count against the City for these calculations; they stand along as enterprise funds supported by water and wastewater rates.

Bob Woehr asked if there was a blood relationship between Joel Lemke and Susan Lemke who is the current Transit Manager. Mayor Halverson stated that there is not. Bob Woehr also urged the Personnel Committee and City Council members to make sure that ordinances support the actions they take.

Alderman O'Meara stated that engineering work for water/wastewater has to be done by a PE who is responsible for those carrying out the work and has veto power.

Alderman Brooks moved to approve hiring Joel Lemke as the Director of Public Works effective 1/1/2010 at an annual salary of \$66,776 and promote Alex Saunders to the position of City Engineer effective 1/1/2010 at an annual salary of \$62,737 and to continuing to move forward with the reorganization of Public Works to be effective 1/1/2012 as presented during the meeting; alderman Molski seconded. Ayes all; nays none. Motion carried.

5. Request to fill vacancies that would occur as a result of the Public Works/Engineering reorganization (GIS/Construction Manager). Alderman Walther moved to approve filling the vacancy of the GIS/Construction Manager occurring due to the 2010 reorganization approved in agenda item #4; Alderman Brooks seconded. Ayes all; nays none. Motion carried.

6. Adjournment - 8:32 p.m.

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