

Meeting Minutes

Personnel Committee

Monday, January 14, 2008, 6:00 p.m.

Lincoln Center, 1519 Water Street

Present: Chairman Hanson; Alderpersons Molski, Moore, Myers, Wiza

Also Present: Mayor Halverson; C/T Schlice; Clerk Moe; Alderpersons Brooks, Walther, Slowinski, Heart, Stroik, Trzebiatowski; Directors Schrader, Euclide, Halverson, Gardner; Captain Dowling; Chief Barnes; Corey Marschke; Superintendent of Streets Laidlaw; Kelley Pazdernik; Reid Rocheleau; Gene Kemmeter, Portage County Gazette; Jason Zencka, Stevens Point Journal; Tricia Church; Lisa Jakusz

Chairman Hanson called the meeting to order.

Index of these minutes:

1. Notice of Intent - Employee Seeking Public Office.
2. Request to refill vacancy - Water Department.
3. Discussion and possible action on amendment to Administrative Policy 2.08.
4. Request for Authorization to Hire New Position - Comptroller/Treasurer's Office.
5. Request to fill vacancy - Streets Department.

1. Notice of Intent - Employee Seeking Public Office

Chairman Hanson stated that per the memo included in the packet, a City of Stevens Point employee, Don Butkowski, is disclosing his intent to run for public office (Portage County Board of Supervisors, District 25). Per City Policy 1.10, the appropriate Committee action would be to accept the disclosure and place it on file.

Alderson Molski moved to accept Mr. Butkowski's memo and place it on file; Alderson Wiza seconded. Ayes all; nays none. Motion carried.

2. Request to fill Vacancy - Water Department

Chairman Hanson referred to Director Halverson's request which was included in the packet. The Director is requesting permission to fill the vacancy that will be created due to Bruce Dehlinger's retirement which will be effective February 29, 2008.

Alderson Molski moved to approve the request from Director Halverson to fill the vacancy; Alderson Moore seconded. Ayes all; nays none. Motion carried.

3. Discussion and possible action on amendment to Administrative Policy 2.08

Mayor Halverson stated that this amendment to the City Policy will eliminate the accrual of official compensatory time for non-represented employees. He added that the administration of this policy has differed from department to department. Per his memo included with the agenda materials, he also indicated that in some instances accruals have become excessive and have been utilized prior to retirement which puts a hardship on the department and its employees as well as the City's overall financial situation. He also stated that when a department head observes that an employee has put in an excessive amount of time beyond his normal workweek, the department has the discretion to permit time off.

Alderson Moore moved to approve the amendment to Administrative Policy 2.08 as presented; Chairman Hanson seconded. Ayes all; nays none. Motion carried.

4. Request for Authorization to Hire New Position ~ Comptroller/Treasurer's Office

Mayor Halverson stated that the employee opted to retire earlier than anticipated, as a result, the request for authorization to hire the new position as outlined in the budget process is coming to the Personnel Committee earlier than what was anticipated.

Alderson Molski moved to approve the authorization to hire for the new position (Senior Accountant) at an annual salary of \$45,000 as budgeted for 2008; Alderson Wiza seconded. Ayes all; nays none. Motion carried.

5. Request to fill vacancy ~ Streets Department.

Mayor Halverson stated that although an outside recruitment was done for the Superintendent of Streets position, the position was filled by an internal candidate, Dennis Laidlaw. The request before the Personnel Committee is to fill the Assistant Superintendent of Streets position.

Alderson Myers moved to approve the hiring of an Assistant Superintendent of Streets; Chairman Hanson Seconded. Ayes all; nays none. Motion carried.

Meeting adjourned at 6:08 p.m.

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