

Meeting Minutes

Personnel Committee

January 8, 2007, 6:42 p.m.

City Water Department, 300 Bliss Avenue

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

Also Present: Mayor Wescott; Comptroller/Treasurer Schlice; Clerk Moe; City Attorney Molepske; Directors Schrader, Halverson, Gardner, Euclide; Assessor Kuehn; Alderpersons Barber, Slowinski, Robinson, Stroik, Walther; Chief Barnes; Chief Morris; Captain Dowling; Alex Saunders; John Quirk; Penny Quirk; Doug Stingle; Amy Heart; Mary Ann Laszewski; Andrew Halverson; Peter Ananiadis; Doug Radtke; Stephen Decker; Reid Rocheleau; Bob Gregorich; Carrie Wroblewski; Dawn Klish; Gene Kemmeter - Portage County Gazette; Patrick Thornton - Stevens Point Journal

Index of these minutes:

1. Request to fill a vacancy in the Police Department.
2. Discussion and possible action on reclassification request - Telecommunications Coordinator.
3. Consideration of adjustment to non-represented employee's salaries.
4. Adjournment.

Chairman Moore called the meeting to order.

1. Request to fill a vacancy in the Police Department

Personnel Specialist Jakusz referenced Chief Morris' letter that was included in the agenda packet. An employee from the Records Bureau applied for and received a Police Officer Position resulting in a vacancy in Records Bureau. As Chief Morris discusses in his memo, his request is to leave the Records Bureau position vacant and increase the number of Dispatchers by one, from six to seven. The Records Bureau would go from five to four secretaries. Per Chief Morris, the budgetary impact is +\$2,217 annually. He feels this amount will be offset at least in part by reduced overtime in Dispatch.

Aldersperson Molski moved, Aldersperson Hanson seconded, all ayes to approve Chief Morris' request to fill the Records Bureau Secretary Vacancy with a Dispatcher.

2. Discussion and possible action on reclassification request - Telecommunications Coordinator

Personnel Specialist Jakusz explained that because she missed the mailing deadline set by the City Clerk's Office, the Mayor's memo regarding this agenda item was sent out separately from the agenda packet.

Mayor Wescott stated that his position was last reclassified in 1999. Since that time, the City's web site workload has increased from half of the incumbent's time to three quarters of his time. The number of files managed for the web site has increased from 484 files in 1999 to 3,975 today. Mayor Wescott added that the budget for this department is offset by franchise fees and no levy impact exists.

Aldersperson Wiza moved, Aldersperson Sevenich seconded, all ayes to approve the reclassification for the Telecommunications Coordinator from the mid-point of Grade II to the mid-point of Grade III effective January 1, 2007.

3. Consideration of adjustment to non-represented employee's salaries

Chairman Moore deferred to Mayor Wescott for comments regarding this agenda item. Mayor Wescott referred to the third paragraph in his memo dated January 3, 2007. He stated that the salaries for this group of employees was frozen in 2006 to comply with state law: the close out of 2006 budget allows for a 1.5% pay increase retroactive to 12/31/2006 for this employee group.

Alderman Stroik asked if it was safe to say that the work done by these employees have saved enough money to offset the 1.5% pay increase. Mayor Wescott and C/T Schlice concurred with that comment.

Aldersperson Wiza moved, Aldersperson Sevenich seconded, all ayes to approve a 1.5% pay increase for non-represented employees retroactive to 12/31/2006.

4. Adjournment - 6:50 p.m.

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