

Meeting Minutes

Personnel Committee

August 14, 2006, 6:38 p.m.

City Water Department, 300 Bliss Avenue

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

Also Present: Mayor Wescott; Comptroller/Treasurer Schlice; Directors Euclide, Schrader, Halverson, Gardner; Chief Morris; Captain Ruder;

Deputy Chief Kujawa; Assessor Kuehn; City Attorney Molepske; Alderpersons Stroik, Barber, Walther; Clerk Moe; Deputy C/T Wroblewski; Jami

Gebert; Robert Kussow; Gene Kemmeter -Portage County Gazette; Personnel Specialist Jakusz

Chairman Moore called the meeting to order.

Index of these Minutes:

1. Notice of Intent - Employee seeking Public Office.
2. Request to amend Administrative Policy 3.03 (Travel Reimbursements).
3. Request to re-fill vacancy - Engineering Department.
4. Request consideration of step-up pay - City Clerk's Office.

1. Notice of Intent - Employee seeking Public Office.

Chairman Moore stated that formal action of the committee is not required; the committee acknowledges Betty Bruski Mallek's disclosure of intent to run for the office of County Clerk and will place her disclosure on file.

2. Request to amend Administrative Police 3.03 (Travel Reimbursements).

Comptroller/Treasurer Schlice is recommending increasing the mileage reimbursement rate from .325 to .375 effective 1/1/2007. He anticipated 2007 budgetary impact is \$1,500.00. Personnel Specialist Jakusz stated that the mileage reimbursement rate was last changed in October of 2000 when the rate was increased from .28 to .325 per mile.

Alderman Wiza questioned why we don't tie the reimbursement rate to the IRS rate. C/T Schlice responded that the IRS rate fluctuates and setting our reimbursement rate to concur with the IRS rate could cause taxability issues for those employees who receive mileage reimbursement for periods of time when the IRS reduces the mileage rate. He added that based on his calculations the current reimbursement rate for a vehicle that

averages 20 miles per gallon equates to \$6.50 per gallon; the recommended rate increases that to \$7.50 per gallon. This \$1.00 increase would cover most of the increase in fuel costs since the last adjustment to the mileage reimbursement.

Alderman Hanson moved Alderman Wiza seconded all ayes to approve the request to increase the mileage reimbursement rate from .325 to .375 effective January 1, 2007.

3. Request to re-fill vacancy - Engineering Department.

Per Director Euclide's memo, he is requesting permission to re-fill the vacancy that will be created by John Yauch's upcoming retirement. Mayor Wescott has reviewed the request and has approved it.

Alderman Molski moved Alderman Sevenich seconded all ayes to approve re-filling the vacancy.

4. Request consideration of step-up pay - City Clerk's Office.

Personnel Specialist Jakusz stated that she has a great deal of respect for the work that comes out of the City Clerk's Office. However, it is her job to view the request more from an overall City-wide impact versus that of an individual department or employee, as such her agenda cover memo address concern over the granting such a request.

Clerk Moe voiced his support of the request. He stated that a limited term employee was hired for the duration of the leave and that he and Kari divided up the election and licensing duties; Kari handled the licensing. He feels this is recognition of the employee for the work she did. He added that although it may be a subject of bargaining, approving this request would create a more level playing field among all the secretarial positions.

Alderman Molski stated that no other secretary receives additional pay for taking on additional responsibilities during vacations or leaves of absence. She also added during her tenure in the City Personnel Department the clerical union hadn't raised the issue in bargaining and asked Personnel Specialist Jakusz if it had been raised in more recent years; Jakusz responded that it had not.

Alderman Wiza voiced his opinion that employees should be recognized for taking on additional responsibilities in these situations.

Alderman Wiza moved to direct Personnel Specialist Jakusz to draft a side letter of agreement between the City of Stevens Point and AFSCME Local 348 to approve the additional pay in this one circumstance. The motion failed for lack of a second.

Chairperson Moore moved to deny the request; Alderman Molski seconded. Clerk Moe requested a roll call vote:

Roll Call: Ayes: Chairman Moore; Alderpersons Molski, Hanson, Sevenich

Nays: Alderman Wiza.

Motion carried.

Adjournment at 6:52 p.m.

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