

## Meeting Minutes

### Personnel Committee Meeting Minutes

Monday, November 8, 2004 - 6:25 P.M.

City Water Department - 300 Bliss Avenue Present: Chairperson Molski, Alderpersons Markham, Moore, Stroik, Barber

Also Present: Mayor Wescott, Comptroller-Treasurer Schlice, City Attorney Molepske, City Clerk Kranig; Directors Halverson, Schrader, Euclide, Gardner; Alderpersons Sowieja, Rackow, Sevenich, Barr, Wiza; Walther; Assessor Kuehn; Chief Morris; Captain McCulley; D/C Engebretson; Mayoral Assistant Ostrowski; Street Superintendent Krieski; Main Street Manager Gebert; Mike Phillips; Gene Kemmeter - PC Gazette; Kelly McBride - Stevens Point Journal

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1. Discussion and action on Elected Officials salary for upcoming term for the office(s) of City Clerk, Comptroller/Treasurer and City Attorney.
2. Approval of side letter for grievance resolution (Police Department).
3. Request to refill vacancies in Streets Department.
4. Discussion and possible action on increasing three-quarter Confidential Secretary to full-time (Police Department).
5. Adjourn into closed session (approximately 6:20 p.m.) pursuant to Wisconsin Statue 19.85(1)(e) and (f) for:
  - a. Update on bargaining
  - b. Discussion regarding request for extended medical leave of absence.
6. Reconvene into open session (approximately 15 minutes after adjourning into closed session) for possible action on the leave of absence.
7. Adjournment.
  1. Discussion and action on Elected Officials salary for upcoming term for the office(s) of City Clerk, Comptroller/Treasurer and City Attorney.

Mayor Wescott stated in formulating his recommendations he took into consideration a great many things, including the experience of those performing the duties as well as comparables. He added that the City will have a new City Clerk in 2005. The newly-elected City Clerk will participate in the municipal clerk certification program. This is a three-year program that requires attendance at a week-long training each of the three years. The cost for this program is \$600.00.

Alderman Stroik moved, Alderman Barber seconded, to approve the elected officials salaries for the upcoming term as recommended by Mayor Wescott. Ayes, all; nays, none.

2. Approval of side letter for grievance resolution (Police Department).

Chief Morris provided a brief explanation of Kelly time and its use in the Police Department scheduling for patrol.

Alderman Barber moved, Alderman Moore seconded, to approve the side letter for the grievance resolution in the Police Department. Ayes, all; nays, none.

3. Request to refill vacancies in the Streets Department.

Chairperson Molski moved, Alderman Stroik seconded approval to refill the vacancies (Loader Operator, Tri-axle Operator) in the Streets Department. Ayes, all; nays, none.

4. Discussion and possible action on increasing three-quarter Confidential Secretary to full-time (Police Department).

Chairperson Molski moved, Alderman Barber seconded, approval of increasing the Confidential Secretary from three-quarter time to full time with the title remaining "Confidential Secretary". Ayes, all; nays, none.

5. Adjourn into closed session (6:45 p.m.) pursuant to Wisconsin Statue 19.85(1)(e) and (f) for the purpose(s) of an update on bargaining and discussion regarding request for extended medical leave of absence.

Alderman Stroik moved, Alderman Barber seconded, to adjourn into closed session.

Roll Call: Ayes: Chairman Molski, Alderpersons Markham, Moore, Stroik, Barber.

Nays: None. Motion Carried

6. Reconvene into open session (7:05 p.m.) for possible action on the leave of absence.

Alderman Stroik moved, Alderman Markham seconded, to reconvene into open session.

Roll Call: Ayes: Chairperson Molski, Alderpersons Markham, Moore, Stroik, Barber.

Nays: None. Motion Carried.

Alderman Moore moved, Chairperson Molski seconded to approve the request for extended medical leave until December 9, 2004 at which time further application for extension must be made by the employee, if necessary. The employee must forward medical certification to the Personnel Department by December 9, 2004 indicating her medical status. Ayes all; nays none.

7. Adjournment - 7:08 p.m.

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