

Meeting Minutes

PERSONNEL COMMITTEE

Monday, February 10, 2003 - 6:50 P.M.

City Water Department - 300 Bliss Avenue Present: Chairman Rackow, Alderpersons Seiser, Sowieja, Molski, Moore

Also Present: Mayor Wescott, C/T Schlice, City Attorney Molepske, Clerk Zdroik, Directors Disher, Gardner, Van Alstine; Alderpersons Sevenich, Walther, Filipiak, Barr, Nealis, Phillips; Mayoral Assistant Gebert, Fire Chief Barnes, Personnel Specialist Jakusz, Kate Garsombke (Journal), Gene Kemmeter (Portage County Gazette)

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1. Request to fill vacancies in the Engineering Department: Engineering Technician, Director of Public Works
2. Request for reorganization from the Water Department.
3. Adjourn into closed session (approximately 6:55 p.m.) pursuant to Wisconsin Statute 19.85(1) (f) to hear the following grievances:
 - A. AFSCME Local 309 Grievance S-9 (Streets Department).
 - B. AFSCME Local 309 Grievance T-02-2 (Transit Department).
4. Reconvene into open session (approximately 20 minutes after adjourning into closed session) for possible action of the above grievances.
5. Adjournment.

1. Request to fill vacancies in the Engineering Department.

Engineering Technician.

In a memo addressed to Mayor Wescott, Director of Public Works Van Alstine is asking to refill the position of Engineering Technician I. The position is being held by Joe Zei. Mr. Zei has submitted his retirement notice to Director Van Alstine, effective May 23, 2003.

Specialist Jakusz noted that the Mayor is approving the initial process for hiring the Engineering Technician I position depending upon what Governor Doyle's budget message is going to be on Tuesday, February 18, 2003.

Ald. Seiser moved, Ald. Molski seconded, to approve the request to fill the Engineering Technician I position in the Engineering Department.

Ald. Seiser thanked Mr. Zei for his many years of dedicated service to the City.

Ayes, all; nays, none. Motion carried.

Director of Public Works.

Director of Public Works Jon Van Alstine submitted his retirement notice to Mayor Wescott about his intention to retire effective June 2, 2003. Approval of this request will begin the recruitment process.

In his memo to Mayor Wescott, Director Van Alstine is also requesting the same consideration given to Police Chief Carpenter on vacation carry over.

Chairman Rackow said the latter request will be taken up at another time.

Ald. Molski moved, Ald. Seiser seconded, for approval to start the process to replace Director Van Alstine.

Ald. Sowieja said there are some municipalities that have both a Superintendent of Public Works and a full time City Engineer. The alderman is wondering whether or not the City has gone to a state where it actually needs somebody to look at projects more in depth rather than combining the two titles.

Mayor Wescott said John Yauch, our Design Engineer, although he does not have an engineering seal, is very capable of performing the job. He operates under Director Van Alstine's seal.

Director Van Alstine added that Mr. Yauch is very qualified as a City Engineer.

Ayes, all; nays, none. Motion carried.

2. Request for reorganization from the Water Department.

Director Disher, in his letter to the Board of Water and Sewage Commissioners and Personnel Committee, is requesting to create a non-represented Construction Management position in lieu of a represented Construction Inspector and a Geographical Information System (GIS) Specialist.

The Construction Inspector and GIS Specialist positions are vacant at this time due to retirement and job change.

The Director is also requesting to hire a represented Typist I position for the Water and Sewage Department office to work in conjunction with the Construction Manager and perform other office duties.

The starting salary for the Construction Manager would be mid-point in Grade V of the salary plan at \$44,000. The Typist I would be at the current union wage.

Ald. Seiser moved, Ald. Moore seconded, to approve the reorganization of the Water Department as proposed.

Kim Halverson, Water Department Administrative Services Manager, informed the Committee that the Board of Water and Sewage Commissioners, at a meeting earlier today, approved the hiring of the Construction Manager and Typist I. If the process is not successful, Director Disher should come back before the Commission and offer another request.

Ayes, all; nays, none. Motion carried.

3. Adjourn into closed session (approximately 7:32 P.M.) pursuant to Wisconsin Statute 1985(1)(f) to hear the following grievances:

- A. AFSCME Local 309 Grievance S-8 (Streets Department)
- B. AFSCME Local 309 Grievance T-2-02 (Transit Department).

Chairman Rackow moved, Ald. Sowieja seconded, to adjourn into closed session.

Roll Call: Ayes: Chairman Rackow, Alderpersons Seiser, Sowieja, Molski, Moore.

Nays: None. Motion carried.

4. Reconvene into open session (approximately 20 minutes after adjourning into closed session) for possible action on the above grievances.

Chairman Rackow moved, Ald. Molski seconded, to reconvene into open session.

Roll Call: Ayes: Chairman Rackow, Alderpersons Seiser, Sowieja, Molski, Moore.
Nays: None. Motion carried.

A. AFSCME Local 309 Grievance S-9 (Streets Department).

Ald. Sowieja moved, Ald. Moore seconded, to refer this matter to the Personnel Specialist for further recommendation to be made to the Council at its meeting on Monday, February 17, 2003.

Ayes, all; nays, none. Motion carried.

B. AFSCME Local 309 Grievance T-02-2 (Transit Department)

Chairman Rackow moved, Ald. Sowieja seconded, to refer this matter to the Personnel Specialist for further recommendation to be made to the Council at its meeting on Monday, February 17, 2003.

Ayes, all; nays, none. Motion carried.

5. Adjournment - 8:28 P.M.

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