

Meeting Minutes

PERSONNEL COMMITTEE

Monday, June 11, 2001 - 7:15 P.M.

City Water Department - 300 Bliss Avenue

Present: Chairman Rackow, Alderpersons Sevenich, Filipiak, Moore

Excused: Ald. Seiser

Also Present: City Attorney Molepske, C/T Schlice, Clerk Zdroik, Directors Disher, Gardner, Van Alstine; Transit Manager Lemke, Alderpersons Molski, Phillips; Personnel Specialist Jakusz, Paul Chronis (Journal), Gene Kemmeter (Portage County Gazette), Scott Krueger (WIZD)

1. Update on revision to the Management Pay Plan.

Personnel Specialist Jakusz gave an update on the Management Pay Plan. She informed the committee that she has been in contact with other municipalities to get some more ideas on how they handle their management pay plan. This is something she is still working on and will be brought back to the committee at a later date.

2. Notice of Intent - employee seeking public office.

In a letter addressed to Mayor Wescott and the Personnel Committee, Finance Clerk Carrie A. Freeberg is asking permission to fill a vacancy in the Stevens Point School Board.

The City of Stevens Point Administrative Policy 1.10 requires all employees to disclose their intention to run for a public position prior to active participation.

Chairman Rackow commended City employees who come before the Personnel Committee asking **permission to seek public office. The employees intent is to advance themselves and offer public service in addition to doing their City job.**

Ald. Sevenich moved, Ald. Moore seconded, to approve the request from Carrie Freeberg regarding her intention to fill a vacancy in the Stevens Point School Board.

Ald. Sowieja asked if Carrie s request will be a conflict of interest.

Chairman Rackow said it is unlikely. She works at the City Treasurer s office.

Comptroller-Treasurer Schlice, Carrie s supervisor, stated Carrie has discussed this request with him and he sees no problem.

Ald. Molski noted the intent of Administrative Policy 1.10 is for the Personnel Committee to review and see if it will pose a conflict and if there is a conflict, the committee will see it up front.

Ayes, all; nays, none. Motion carried.

3. Request to hire above the minimum pay rate (Community Development).

At the Personnel Committee meeting of August 14, 2000, Director Gardner requested permission to create a new permanent one-quarter time position of Electrical Inspector. The request was approved by both the Personnel Committee and the Common Council at their August 2000 meetings.

Specialist Jakusz said the City went through the recruitment process and received one application for the vacant Commercial Electrical Inspector position. The applicant has a great deal of experience and Director Gardner is asking to hire the one-quarter time Commercial Electrical Inspector above the minimum pay rate. The minimum hourly rate is \$19.20 and the mid-point hourly rate is \$21.60. The yearly monetary impact of this one-quarter time position if hired at the mid-point level is approximately \$1,248.00.

Chairman Rackow noted the vacancy was caused by the retirement of the full time Building Inspector.

Ald. Sevenich moved, Ald. Filipiak seconded, to approve the request to hire above the minimum pay rate for the Commercial Electrical Inspector in the Community Development office.

Ald. Sowieja asked if the City has hired somebody for the position.

Director Gardner said yes. He went on to say that before, the City had two full time inspectors, one was a combination Zoning Administrator and Building Inspector and the other one was a combination Building Inspector and Commercial Electrical Inspector. The Community Development office also has a one-quarter time Plumbing Inspector.

In place of the combination Building/Electrical Inspector, the City hired a Building Inspector at a lower pay rate who is certified in one and two-family structures and commercial building inspection but not commercial electrical inspection. The Commercial Electrical Inspector has to be an electrician in order to be certified as a Commercial Electrical Inspector. There are no certified Commercial Electrical Inspectors in Portage County. The City has been offering this service for at least ten years. Without this service, when anybody has a commercial plan to be reviewed or inspected, the City has to get somebody from the State to do the inspection. By offering this service, the City is providing a better service to the residents of the City.

Ald. Phillips asked if the City will be responsible for some benefits for the one-quarter time Commercial Electrical Inspector.

Specialist Jakusz said the benefits will be minimal since it is a one-quarter time position. Benefits will include Social Security and Workers Compensation Insurance. Wisconsin Retirement requires the employee to work 600 hours in the calendar year to be eligible.

Ayes, all; nays, none. Motion carried.

4. Adjourn into closed session pursuant to Wisconsin Statute 19.85 (1)(b) and (f) to hear the following grievances:
AFSCME Local 309 T-20-00 (Transit)

AFSCME Local 309 T-16-00 (Transit)

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

Roll Call: Ayes: Chairman Rackow, Alderpersons Sevenich, Filipiak, Moore.
Nays: None. Motion carried.

Ald. Filipiak moved, Ald. Moore seconded, to reconvene into open session.

Roll Call: Ayes: Chairman Rackow, Alderpersons Sevenich, Filipiak, Moore.
Nays: None. Motion carried.

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

AFSCME Local 309 T-20-00 (Transit).

Ald. Sevenich moved, Ald. Filipiak seconded, to deny the AFSCME Local 309 T-20-00 (Transit) grievance.

Ayes, all; nays, none. Motion carried.

AFSCME Local 309-T-16-00 (Transit)

This grievance was dropped per AFSCME Local 309's request.

6. Adjournment - 8:10 P.M.

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