

Meeting Minutes

PERSONNEL COMMITTEE MEETING

Monday, May 8, 2000 - 6:20 P.M.

City Water Department - 300 Bliss Avenue Present: Chairman Rackow, Alderpersons Sevenich, Pazdernik, Seiser, Kedrowski

Also Present: Mayor Wescott, City Attorney Molepske, C/T Schlice, Clerk Zdroik, Alderpersons Walther, Barr, Molski, Nealis, Phillips, Niedbalski; Directors Gardner, Schrader, Van Alstine; Intern Mayoral Assistant Marciniak, Personnel Specialist Jakusz, Police Captain Dowling, Susan Kampmeier (Journal), Gene Kemmeter (Portage County Gazette), Scott Krueger (WIZD)

1. Request to refill Dispatch position in the Police Department.

A clerical position in the Records Bureau of the Police Department became vacant due to the termination of an employee in April 2000. A civilian dispatcher signed up for the clerical position in the Records Bureau leaving a vacancy in the Police Dispatch Center. Police Chief Carpenter is requesting permission to refill the civilian dispatcher position.

The request has been approved by Mayor Wescott on June 5, 2000, and is in the 2000 budget.

Ald. Kedrowski moved, Ald. Pazdernik seconded, to approve the request to refill the vacant full-time civilian dispatcher position in the Police Dispatch Center.

Ayes, all; nays, none. Motion carried.

2. Request to refill City Forester position in the Parks Department.

The City Forester position will be vacant when the incumbent retires on September 1, 2000. This supervisory position is responsible for the care and maintenance of trees, shrubs, flowers and turf in the park system. This position also assumes the responsibilities of the Director of Parks and Recreation in his absence. Parks Director Schrader is asking permission to refill the City Forester position.

This request has been approved by Mayor Wescott on May 30, 2000, and is in the 2000 budget.

Ald. Seiser moved, Ald. Sevenich seconded, to approve the request to refill the City Forester position in the Parks Department.

Ald. Seiser noted that City Forester Mickey Simmons has done a very good job as the City Forester and the alderperson thanked him for his hard work.

Ald. Kedrowski asked if there is an arborist in the Parks Department and what the difference is in the positions.

Director Schrader said the City Forester is a management position and the arborist is a union position.

Ayes, all; nays, none. Motion carried.

3. Request for an LTE in the City Treasurer s Office.

Comptroller-Treasurer Schlice is asking permission to hire a limited term employee for the Account Clerk I position in the City Treasurer s Office incumbent will be out on Family Medical Leave for approximately eight weeks starting the end of July 2000 or first part of August 2000.

The Comptroller-Treasurer further requests that the limited term employee be hired a week before the incumbent starts the Family Medical Leave to allow for the training period.

The request has been approved by Mayor Wescott and the money will come from contingency according to Comptroller-Treasurer Schlice.

Ald. Pazdernik moved, Ald. Seiser seconded, to approve the request to hire a limited term employee in the City Treasurer s Office and that the limited term employee starts a week before the incumbent employee starts her Family Medical Leave to allow for training.

Ayes, all; nays, none. Motion carried.

4. Request for temporary pay increase in the Parks Department.

Parks Director Schrader is asking that the Leadperson assuming the duties of the Parks Supervisor be compensated an extra \$1.00 per hour. The current Parks Supervisor, whose last day of work with the City was June 6, 2000, is on vacation until his retirement date which is July 5, 2000.

The difference in the rate of pay between the Parks Supervisor and the Leadperson is nearly two dollars an hour. The Leadperson is assuming about half of the total Parks Supervisor duties. The Parks Director feels the request for a \$1.00 temporary pay increase for the Leadperson is justified until a new Parks Director is hired by the City, which is approximately the end of July 2000.

Ald. Pazdernik moved, Ald. Sevenich seconded, to approve the request for temporary pay increase of \$1.00 for the Leadperson who is assuming half of the total duties of the Parks Supervisor until July 31, 2000.

Chairman Rackow stated that if the Parks Supervisor position is not filled by July 31, 2000, the request will come back to the Personnel Committee.

Ayes, all; nays, none. Motion carried.

5. Adjournment - 6:40 P.M.

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