

Meeting Minutes

PERSONNEL COMMITTEE

Monday, October 9, 2000 - 6:25 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, Moore; Intern Mayoral Assistant Marciniak, Personnel Specialist Jakusz, Police Captain Daubert, Assessor Kuehn, Water and Sewer Administrator Disher, Mike Jacquart (Journal), Gene Kemmeter (Portage County Gazette), Scott Krueger (WIZD)

1. Request for extension of Interim Fire Chief Status.

In a memo addressed to the Personnel Committee, Police and Fire Commission President Richard Judy, on behalf of the Commission is asking for **an extension of the Interim Fire Chief s adjusted salary through November 2000.**

Ald. Pazdernik asked when the new Fire Chief will be available for duty in Stevens Point?

Mayor Wescott said November 21, 2000.

Ald. Pazdernik moved, Ald. Kedrowski seconded, for approval of the request to extend the Interim Fire Chief s adjusted salary through November 2000.

Ayes, all; nays, none. Motion carried.

2. 2000 Reclassification requests (Community Development, Engineering, Parks).

County Personnel Director Freiberg and Personnel Specialist Jakusz conducted audits of City positions submitted for reclassification this year.

The positions being considered for reclassification are the represented Secretary positions in the Community Development Office, Engineering Department, and Parks Department.

Also included in the audit is the Assistant Facilities Supervisor position. This is a non-represented position.

Mayor Wescott has reviewed and approves the presentation of the audits to the Personnel Committee.

The reclassification requests for the Secretary positions are retroactive to July 1, 2000, per bargaining agreement.

Ald. Kedrowski moved, Ald. Seiser seconded, to approve the reclassification requests for the Secretary positions in the Community Development Office, Engineering Department, and Parks Department effective July 1, 2000 and the Assistant Facilities Supervisor position in the Parks Department effective January 1, 2001.

Ayes, all; nays, none. Motion carried.

3. Report of Section 125 Providers.

Section 125 is a part of the IRS code that allows deductions from payroll checks on a pre-tax basis. The current Section 125 provider for the City is Benefit Advantage.

Due to some concerns over the level of services provided by the current provider, Comptroller-Treasurer Schlice and Personnel Specialist Jakusz sought proposals to provide Section 125 services to the City. Specialist Jakusz distributed a copy of the Section 125 Bids received from four vendors including the current provider, Benefit Advantage. A copy of the bid is attached hereto.

Ald. Kedrowski moved, Ald. Pazdernik seconded, to award the Section 125 bid to FlexBen Corporation of Mequon, Wisconsin, to provide the services to the City effective January 1, 2001 through December 31, 2001.

Ald. Rackow commented that the FlexBen Corporation plan is feasible for the City.

Ayes, all; nays, none. Motion carried.

4. Discussion and possible action on Elected Officials Salary(s) for City Clerk, Comptroller/Treasurer, City Attorney and Alderpersons.

Ald. Sevenich moved, Ald. Kedrowski seconded, to take the recommendation from Mayor Wescott regarding the salary adjustments for the Comptroller/Treasurer setting the salary at \$48,896, City Clerk at \$45,000, and the City Attorney at \$35,000, commencing May 1, 2001. Also recommended is that the future salary adjustments in 2002, 2003 and 2004 for the Comptroller/Treasurer, City Clerk and City Attorney be increased at the same percentage rate as other non-represented employees for the City of Stevens Point and be effective on January 1. In an election year, the salaries for the Comptroller/Treasurer, City Clerk and City Attorney will be effective May 1.

Ald. Seiser asked if a percentage change had been identified.

Chairman Rackow said the salary adjustments were based on studies and comparisons made with other municipalities. Percentage was not included in the data provided.

Ayes, all; nays, none. Motion carried.

Alderpersons salaries, like those for the Comptroller/Treasurer, City Clerk and City Attorney, must be established in November of the year preceding the spring election.

The alderpersons salaries for May 1, 2001, will increase to \$4,200 a year, a salary that was set in November 1996.

The following is the recommended salary increases for the alderpersons:

May 1, 2001 - \$4,200
May 1, 2002 - \$4,400
May 1, 2003 - \$4,500
May 1, 2004 - \$4,600

Ald. Pazdernik moved, Ald. Seiser seconded, to approve Mayor Wescott's recommended salary increases for the alderpersons as listed above.

Ayes, all; nays, none. Motion carried.

5. Consideration of change to mileage reimbursement rate.

Requests were received by Comptroller/Treasurer Schlice from City employees to have the current mileage reimbursement rate be reviewed. The current rate of reimbursement as per the City Administrative Policy is 28 cents per mile. The rate has not been adjusted for a number of years.

Comptroller/Treasurer Schlice is asking the Personnel Committee to consider three options regarding mileage reimbursement.

- 1) do not change the current rate
- 2) change the rate to a specific rate per mile
- 3) change the policy to have automatic annual adjustments made to maintain the IRS rate

Chairman Rackow commented on the options. Option 1) - Not to change the current rate is not terribly feasible. Option 3) - He thought would not be advisable. He is not in favor of putting the mileage rate on "automatic pilot."

Ald. Pazdernik said that by looking at the list, the City should be equal to the State of Wisconsin at .29/mile.

Ald. Seiser said the main travel is for going to conferences. The inspectors go out periodically and the main use of reimbursement is for the employees using their own personal car.

Ald. Phillips suggested making it enough to encourage the employees to use their own car. He said he is in favor of giving more since the State will raise the reimbursement again.

Ald. Pazdernik said if it is good enough for the State employees, it should be good enough for the City employees.

Ald. Kedrowski felt that off and on the road at .29/mile is too cheap. The City should at least consider 30 cents a mile. Since the City is not providing the cars, the City is saving some money. The City could afford to go a little bit higher.

Ald. Barr said giving the City employees .325/mile is in line with the County and the IRS. If the motion at .29/mile passes, he will pull this item from **Monday's Council meeting agenda and will make a motion to that effect.**

Ald. Nealis observed that one of the inspectors has a small and very economical car. They are very wise on what they drive. He feels the mileage submitted for reimbursement is extremely high at times.

C/T Schlice feels setting up a fleet of vehicles for City use is not cost effective.

Ald. Moore agrees with the County and IRS rate of .325/mile considering the wear and tear on the employee's car.

Ald. Molski said the City employees using their own car also uses their own insurance. She cannot see any reason why the City employees cannot get the County and IRS rate. She feels the City employees cannot drive their own car less than the other government entities can.

Ald. Seiser moved, Ald. Sevenich seconded, to approve the request to increase the mileage reimbursement to .325/mile.

Ald. Nealis asked if the City ever had complaints from employees on the mileage reimbursement.

Ald. Molski said yes. City employees have been making this request even before she retired as the City Personnel Manager.

Ayes: Chairman Rackow, Ald. Sevenich, Seiser, Kedrowski.

Nays: Ald. Pazdernik. Motion carried.

6. Adjournment - 6:50 P.M.

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