

Meeting Minutes

PERSONNEL COMMITTEE MEETING

Monday, January 11, 1999 - 6:00 P.M.

Portage County Courthouse Annex - 1462 Strongs Avenue

Conference Rooms 1 & 2

Present: Chairman Rackow, Alderpersons Walther, Barr, Aldinger, Phillips

Also

Present: Directors Gardner, Schrader, Van Alstine; Mayor Wescott, C/T Schlice, City Attorney Molepske, Clerk Zdroik, Ald. Sevenich, Pazdernik, Perlak, Kedrowski, Nealis, Niedbalski; Administrator Disher, Assessor Kuehn, Street Supt. Krieski, Police Chief Carpenter, Police Captain Daubert, Personnel Specialist Jakusz, Adm. Asst. Folke, Portage County Personnel Director Freiberg, Design Engineer Yauch, Susan Kampmeier (Journal), Mike Kemmeter (WIZD)

1. Notice of Intent - employee seeking public office.

In a memo addressed to Mayor Wescott and the Personnel Committee, Election/Licensing Specialist Betty A. Bruski Mallek is asking permission to seek the office of village clerk in the Village of Junction City. Administrative Policy 1.10 requires that all employees disclose their intention to run for a position prior to active participation.

Alderson Walther moved, Alderson Aldinger seconded, to approve the request from Mrs. Mallek regarding her intention to seek the office of village clerk for the Village of Junction City.

Ayes, all, nays, none. Motion carried.

2. Discussion and possible action on wage increase for Crossing Guards.

A request that the Personnel Committee consider granting a three percent pay increase for crossing guards for 1999 was made by Police Chief Carpenter on behalf of the Police Department. The 1999 increase is consistent with the increase given to the non-represented employees in the City. Crossing guards are part-time employees who are eligible for social security benefits only.

Alderson Aldinger moved, Alderson Barr seconded, to approve the three percent wage increase for crossing guards for 1999.

Ayes, all, nays, none. Motion carried.

3. Discussion and possible action on Reclassification Request (initially acted on September 14, 1998).

This reclassification request is for a secretarial position in the Police Department which was initially acted on September 14, 1998. County Personnel Director Freiberg and Personnel Specialist Jakusz were directed to continue to move forward with discussion with the bargaining unit. The bargaining unit voluntarily agreed to relinquish the position.

Alderson Aldinger moved, Alderson Walther seconded, to affirm the action taken by the Personnel Committee on September 14, 1998, removing the secretarial position from the bargaining unit and designating it as a Confidential Secretary position effective January 1, 1999.

Ayes, all, nays, none. Motion carried.

4. Update on elimination period for Income Continuation Insurance.

Personnel Specialist Jakusz noted that the Income Continuation Insurance is being discussed with the newly hired employees as part of the orientation process to fully educate them so that they can make the proper decision. In recent orientations, only one new employee chose an elimination period longer than 90 days. Also, we have been notified by the Employee Trust Fund that two employees who had 180-day elimination periods petitioned for a shorter elimination period.

Chairman Rackow stated that the various serious illnesses may have affected the people and they then realized the real usefulness of the elimination period. Right now a majority of City employees have an elimination period longer than 90 days.

5. Adjournment - 6:10 P.M.

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