

PERSONNEL COMMITTEE MEETING
Monday, March 12, 2012 7:07 p.m.
Lincoln Center ~ 1519 Water Street

PRESENT: Chairperson Molski; Alderpersons Slowinski, Moore, Beveridge, Brooks

OTHERS

PRESENT: Mayor Halverson; Alderpersons Trzebiatowski, R. Stroik, Suomi; Directors Halverson, Ostrowski, Lemke; Assessor Siebers; Jeremy Cramer; Mike Phillips; Cathy Dugan; Assistant to the Mayor Pazdernik; Barb Jacob; Matthew Brown ~ Portage County Gazette; Brian Kowalski ~ Stevens Point Journal; Human Resource Manager Jakusz

1. Request to fill vacancy ~ Transit.
Motion by Alderman Moore, second by Alderman Brooks to approve filling the Transit vacancy. Ayes all; nays none. Motion carried.
2. Request to fill vacancy (Wastewater Superintendent) ~ Water/Wastewater Department.
Alderman Molski moved to approve filling the Wastewater Superintendent, second by Alderman Moore. Ayes all; nays none. Motion carried.
3. Request for authorization for internal promotion to fill Wastewater Superintendent position, per Administrative Policy 2.06.
Alderman Beveridge moved to authorized internal promotion to fill the Wastewater Superintendent per Administrative policy 2.06, second by Alderman Slowinski. Ayes all; nays none. Motion carried.
4. Request to fill vacancy Water/Wastewater Department.
Alderman Brooks moved to approve refilling the vacancy, Alderman Slowinski seconded. Ayes all; nays none. Motion carried.
5. Update on replacement for Director of Water and Wastewater; and authorization to advertise for Director of Public Works, hire anticipated 6/15/2012.

Mayor Halverson addressed the Committee. He stated that he would like to replace Director Halverson with Director Lemke when Director Halverson retires in July of this year. He would also like to include oversight of the divisions that are enterprise funds (Transit and Airport) and have the position potentially be the Director of Public Utilities and Enterprise Funds or another title that better describes the responsibilities. He stated that Director Lemke has been instrumental in the creation of the storm water utility and possesses a strong skill set for working with the airport and transit divisions. Director Lemke would fill the unexpired term of Director Halverson.

Alderman Brooks asked if we are modifying the job description of Director Lemke's skill set and will experience problems filling the vacancy in the future if Director Lemke leaves the City. Mayor Halverson replied that adding the enterprise funds to this position is more of an accounting component that the Water Department currently handles. In looking for a replacement, we would look for an individual with a public works background and experience working with enterprise funds that is well versed in working in a highly regulated compliance environment.

Alderman Beveridge asked this modification was the result of the Lean Six Sigma project. Mayor Halverson replied somewhat, parts have been a natural progression using practical planning and common sense.

Alderman Trzebiatowski asked if we would be creating a problem shifting Transit and Airport under the Water and Sewage Commission. Mayor Halverson responded that one option would be to disband the Transit Commission and create a Transportation Commission responsible for Airport and Transit operations. Another option would be disbanding both commissions and creating a new larger commission that would be responsible for all functions and advisory to the Common Council which is still the governing board for all decisions.

Alderman Moore moved to authorize the advertisement for the Director of Public works, Alderman Slowinski seconded. Ayes all; nays none. Motion carried.

6. Adjournment ~ 7:27 p.m.