

**MINUTES 15-09-10**  
**SALARIES AND GRIEVANCES COMMITTEE**  
**THIRD FLOOR CONFERENCE ROOM - CITY HALL**

**DATE:** Monday, January 11, 2009

**TIME:** 5:30 P.M.

**PLACE:** City Hall  
 Third Floor Conference Room

**Members:** Alderpersons Joseph Heidemann, Chair; Jean Kittelson, Vice Chair; Jim Gischia; Cory Bouck, Julie Kath

**Ex-officio Member:** Tom Rice, Director of Human Resources and Labor Relations

**Excused:**

**Others in Attendance:** Mayor Ryan, Alderperson Jim Bohren, Jeremy Decker, Tom Bowers, Mark Hanna; Bob Petrie, Chase Longmiller, Vernon Koch, Tom Tuszynski, Marge Mattern, Dolcye Johnson, Paulette Enders, John Julitz

**OPEN:**

1. Call meeting to order.

Ald. Heidemann called to meeting to order at 5:40 pm

2. Pledge of Allegiance.
3. Approval of minutes from the December 14, 2009 meeting.

Motion by Ald. Kath, Second by Ald. Gischia to approve the minutes from the previous meeting.  
 Passed 5 – 0.

**Matters Referred**

4. Com 74-09-10 Council Doc # 18-21	Submitting a communication from Thomas Tuszynski stating his satisfaction with Tom Rice, Interim HR Director, with his ability in handling the changes with the city's health insurance plan, his upset with the proposed change of garbage pick-up fees and his support of a storm water fee.	Motion by Ald. Kittelson to accept and file, Second by Ald. Kath, Passed 5-0. All ayes.
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## Departmental Correspondence

5. Discussion and possible action on the draft resolution for the City contracts.

Handout from Tom Rice the draft resolutions accepting the agreements with Local 2039, AFSCME, Local 1564, AFSCME, Local 5011, Professional Union, Local 998, Amalgamated Transit Union Local 483, IAFF, Sheboygan Professional Police Officers' Supervisory Association (SPPOSA) Sheboygan Professional Police Officers' Association (SPPOA) for 2010 – 2012, and the Executive Summary.

Motion by Ald. Kath and second by Ald. Gischia to forward the Proposed Resolutions and Executive Summary to Council. Passed 5 – 0. All Ayes

6. Discussion and possible action on the Pre-Employment Background Screening Policy.

Handout of the Pre-Employment Background Screening Policy. Tom Rice stated at the Mayor's request, Attorney McLean put together a pre-employment background screening policy.

The City has a policy on background investigations; this is to protect the City in the future. This was just for informational purposes.

7. Discussion and possible action on the City of Sheboygan Vacant Positions Policy.

Tom Rice distributed the policy and stated that it was written in 2005. The policy is updated to include promotions and the Department Head needs to speak to the Mayor, Director of Human Resources and the Finance Director to make sure it is covered in the budget; and then go to the Salaries and Grievances Committee.

Motion to send the updated Vacant Positions Policy to Council by Ald. Gischia, Second by Ald. Kittelson, Passed 5 – 0.

8. Discussion and possible action regarding the Police and Fire Chief's job descriptions.

Tom Rice distributed the updated job descriptions for the Police Chief and Fire Chief. This is for informational purposes only. The Police and Fire Commission approves the job descriptions. Ald. Heidemann stated that this does not require approval by the Salaries and Grievances Committee, no action is required.

9. Discussion and possible action Vacant Position Approval Form for the Fire Officers. Chief Hermann to attend.

Hand out from Chief Herman of the Fire Department's Table of Organization and explanation of the recent 7 retirees and the effect on the Department. The Chief stated that if we adopt the

changes the names will go to Police and Fire Commission. Names cannot be given at this time only the open positions.

Mayor Ryan stated that the existing people that are being promoted are figured in the budget.

Motion by Ald. Kittelson to have Tom Rice have the proper forms completed and brought back to the next Salaries and Grievances Committee regarding promotions/vacancies.

Ald. Gischia moved and Ald. Kittelson seconded to amend the previous motion, to have the chief bring back other possible options by not filling any positions was passed all ayes.

Ald. Heidemann, Motion to have the proper forms completed regarding the promotions and possible vacancies with other possible options by not filling any positions. Second by Ald. Kath Passed 5 – 0.

### **Director's Report**

Tom stated that he is meeting with the consultant on January 27, regarding the non-rep pay plan, and to begin the process.

**CLOSED:** A motion by Ald. Bouck and second by Ald. Gischia to convene in closed session for the item(s) below under the exemption provided in Sec. 19.85 (1)(e) WI Statutes for the purpose of conducting specified public business whenever competitive or bargaining reasons require a closed session and Sec. 19.85(1)(c) for the purpose of considering retirement incentive compensation, employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Passes 5-0.

10. Discussion and possible action regarding the wages for the promoted Fire Chief.

11. Discussion and possible action regarding the wages for the Police Chief.

12. Discussion regarding negotiations and contract settlements.

Motion to reconvene in open session by Ald. Gischia, second by Ald. Kittelson. Passed 5-0.

### **OPEN:**

13. Set date and time of next Committee meeting.

January 25, 2010, 5:30 p.m. – Third Floor Conference Room, City Hall.

Adjourn.

*Persons with disabilities who need accommodations to attend the meeting should contact the Human Resources Department at the following address as soon as possible: City Hall, Room 204, 828 Center Avenue, Sheboygan, WI. PH: 920/459-3373.*