

**MINUTES**  
**JOINT MEETING**  
of  
SALARIES AND GRIEVANCES COMMITTEE OF THE COMMON COUNCIL  
and  
CIVIL SERVICE COMMISSION  
Meeting #26-06-07  
FRIDAY- March 23, 2007 – 12 noon  
ENGINEERING CONFERENCE ROOM

**Present:** Alderpersons Renee Suscha, Jeanne Kliejunas, Jean Kittelson, Marilyn Montemayor, Richard Manny; Attorney Mary Lynn Donohue, Lee Montemayor, Lucio Fuentez

**Ex-officio Member:** Edward V. Surek, Director of Human Resources

**Excused:**

**Others in Attendance:** Steve McLean, David Kirk Paulette Enders, Dale Doerr, Linda Long, Ron Hicks, Jeff Johnston, Jo-Ann Decker

OPEN:

1. Call meeting to order:

- Salaries and Grievances Committee.  
The Salaries and Grievances Committee meeting was called to order at 12 noon by Ald. Suscha.
- Civil Service Commission.  
Immediately following, the Civil Service Commission meeting was called to order by Lucio Fuentez.

2. Introduction of Committee members and guests.

Each attendee introduced him/herself.

3. Review the roles of Salaries and Grievances Committee and the Civil Service Commission.

Lucio Fuentez. The Civil Service Commission (CSC) does not set policy. Council sets, chartered for CSC, and we implement. We can give you our input if it is chartered to us.

Ed Surek. Stated he discussed this with Steve McLean. CSC is a commission not a function of Council.

Ald. Suscha. We will be bouncing between handouts. I felt if we discussed this at Salaries and Grievances, it is important to have CSC here because CSC created some of the documents we will be discussing.

4. Discussion and possible action on CSC guidelines for summer employment.

Ald. Suscha. Where is summer employment for the City posted?

Ed Surek stated he didn't know of any company that posted summer jobs.

Ald. Suscha. The week of Thanksgiving is very early to accept applications. We are basically hiring children of City employees. I am not fond of nepotism. I wonder if we should just change the way we advertise and post in newspaper.

Discussion followed.

Ald. Suscha. Make sure it is posted better. Not just at City Hall. Does not need to be formal, will post it on the website (not the Sheboygan Press).

Steve McLean handed out CSC – pointing out that changes have to go to Council. CSC can review the rules and submit to Council for approval.

Steve McLean. CSC can adopt summer guidelines, subject to Council approval. Council could refer to Salaries and Grievances. There is a close relationship there. It would be up to Council where they sent it or what they did.

Lucio Fuentez. As chairman, we can look at it and make recommendations to Ed Surek. If you want us to take the responsibility we can do that. We can leave it that way now and we can review and then go from there.

5. Discussion and possible action on developing a nepotism policy.

Sample of Kenosha policy given out.

Ald. Suscha. More than 10% of employees are related.

Montemayor. I think we should look at nepotism in the next council.

MaryLynn Donohue stated that blanket nepotism would not be good. She said you have to identify the problem first; it is hard to solve something there is no problem with.

Ald. Suscha. There is a question on the application if you are related to anyone in the City. This can work for or against you. Example. A City employee was in Mayor's office. Ed was there. Employee said my son better be hired this summer because he needs a job. I don't know if the son will be hired, but his brother was just hired.

There are no job descriptions really for summer employment.

Ald. Kliejunas. Are duties explained?

Ed Surek. They are explained. A lot of students know each other; a lot is word of mouth.

Ald. Suscha. Should the change come from Salaries and Grievances or Civil Service Commission?

Steve McLean. You can do it either way. Nothing says an Alderperson can't bring it in and have it referred to Salaries and Grievances or CSC. It wouldn't be required that CSC give its blessing before Council passes.

Ald. Montemayor. Moves to pass on to next Committee.

6. Discussion by the Committee and Commission and possible action by Salaries and Grievances Committee regarding Council Documents 22-50 and 22-57.

Ald. Kittelson. “. . . seek or” should be struck (remove in 2 places).

Ald. Montemayor. Motion to amend 22-50 and 22-57 by removing “seeking or” and change “80%” to “simple” majority.

Ald. Kittelson, second.

Steve McLean. You have to provide it prospectively. Don't apply this to existing people.

Changes apply to both docs. Passed 5-0.

7. Salaries and Grievances Chairperson remarks regarding Standing Committee feedback relating to Table of Organization reorganization which will be discussed at the March 27, 2007 Salaries and Grievances Committee meeting. No legislative action will be taken.

Between the five of us (on Salaries and Grievances), we have representation at the other standing committees. Can you boil down the minutes and give this committee a summary of what was said.

8. The next Salaries and Grievances Committee meeting is scheduled for 12 noon on March 27, 2007. The next Civil Service Commission meeting is scheduled for 8:15 a.m. on April 9, 2007. (Amended to 8 a.m.)

9. Adjourn:

- Salaries and Grievances Committee. Motion by Ald. Kittelson, second by Ald. Manny. Passed 5-0.
- Civil Service Commission. Motion by Lee Montemayor. Second by MaryLynn Donohue. Passed 3-0.