

**MINUTES 6-10-11**  
**SALARIES AND GRIEVANCES COMMITTEE**  
**THIRD FLOOR CONFERENCE ROOM - CITY HALL**

**DATE:** July 26, 2010

**TIME:** 5:30 pm

**PLACE:** City Hall

Third Floor Conference Room

**Members:** Alderpersons Mark Hanna, Chair; Jean Kittelson, Vice Chairman; James Gischia; Jodi VanderWeele; Scott Versey

**Ex-officio Member:** Tom Rice, Human Resources Consultant

**Excused:**

**Others in Attendance:** Mayor Ryan, Alderperson Bohren, Alderperson Montemayor, Bill Bittner, Nancy Buss, Chief Hermann, Dolcye Johnson, Travis Fintelmann, John Bridges, Chad Pelishek, David Mohr, Kim Reischl, Marge Mattern, Mark Pawasarat, Mark Kuhfuss, Angela Meyer, Yvette Parnitzke, Jo-Ann Decker, Bob Bluske

**OPEN:**

1. Call meeting to order.

Ald. Hanna called the meeting to order at 5:30 pm.

2. Pledge of Allegiance.
3. Approval of minutes from the July 12, 2010 meeting.

Motion by Ald. Gischia to approve the minutes, Second by Ald. Vander Weele. All Ayes 5 – 0.

4. Discussion and possible action on the two (2) Vacant Position Approval Forms for the Department of Public Works:

- Part-Time Cemetery Supervisor/Administrative Assistant
- Drop-off Recycling Site Operator to Truck Driver

Tom Rice handed out the job descriptions for the two (2) vacant positions.  
Ald. Gischia suggested voting separately on the two (2) positions.

Motion by Ald. Versey to approve the Vacant Position Approval Form for the Part-Time Cemetery Supervisor/Administrative Assistant and send to Council for approval, Second by Ald. Kittelson, 3 – 2 nays (Ald. Gischia, and Ald. Vander Weele). Motion Passes.

Motion by Ald. Gischia to approve the Vacant Position Approval Form for the Drop-off Recycling Site Operator to Truck Driver and send to Council for approval, Second by Ald. Kittelson, 5 – 0. Motion passes.

5. Approval of the Addendum to the 2010 – 2011 Bargaining Agreement between IAFF, Local 483, and the City of Sheboygan; a signed concession form for hiring the four (4) firefighters.

Tom Rice read the concession offer and the Addendum to the Bargaining Agreement from Local 483, which is only for the year 2011.

Motion to approve by Ald. Gischia, Second by Ald. Vander Weele. 5 – 0. Motion passes

6. Discussion and possible action on the draft job description for the Information Technology Manager.

Tom Rice handed out a draft job description for the Information Technology Manager (Class grade 13). Tom stated that due to compression issues, in order to maintain an appropriate differential between an IT Manager and the employees they supervise, this would be the lowest grade that could be assigned.

Motion by Ald. Gischia to send to Council, with a favorable recommendation, the job description for the Information Technology Manager at a class grade 13, Second by Ald. Kittelson. All ayes 5 – 0. Motion Passes.

7. Discussion and possible action on a draft resolution that gives the Salaries and Grievances Committee authority to approve all non-represented employees wage increases until the Non-Represented Pay Plan is in place.

Tom Rice explained that the resolution would allow the Salaries & Grievances Committee authority to respond to non-rep salary issues in a more timely and efficient manner. This resolution was designed to be in effect only until there is a non-rep pay plan in place.

Motion to approve by Ald. Kittelson, second by Ald. Vander Weele. 4 – 1 nay (Ald. Gischia). Motion Passes.

**MATTERS REFERRED:**

- |                                       |   |  |
|---------------------------------------|---|--|
| 8. Res. 63-10-11<br>Council Doc. 8-36 | A resolution from Alderpersons Gischia and Bohren authorizing accepting the bid from Quality Cleaning of Sheboygan for the cleaning of City Hall. | Discussion was held. Motion by Ald. Gischia to approve, Second by Ald. Versey 2 – 3 nays (Ald. Kittelson, Vander Weele, Hanna) Motion fails. |
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This will go to Council without a positive recommendation

**CLOSED SESSION:**

A motion was made to convene in closed session for the item below under the exemption provided in Sec. 19.85(1)(c) for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Motion to convene in closed session by Ald. Kittelson, Second by Ald. Gischia, Passed 5 – 0.

9. Discussion and possible action on the payout of unused vacation for a non-represented employee.

Motion to reconvene in open session, Second by Ald. Kittelson, Passed 5 – 0.

**OPEN:**

Motion by Ald. Gischia to payout 200 hours of unusable earned vacation time, Second by Ald. Kittelson. Passed 5 – 0.

10. Set date and time of next Committee meeting.

Monday, August 9, 2010 5:30 p.m. – Third Floor Conference Room.

11. Adjourn.

Motion by Ald. Kittelson, Second by Ald. Vander Weele to adjourn. Motion Carries 5 – 0.

*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.*