

**MINUTES**  
**#11-10-11**  
**Monday, October 11, 2010**  
**SALARIES AND GRIEVANCES COMMITTEE**  
**THIRD FLOOR CONFERENCE ROOM - CITY HALL**

**DATE:** Monday, October 11, 2010

**TIME:** 5:30 pm

**PLACE:** City Hall

**Third** Floor Conference Room

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

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

**Excused:**

**Others in Attendance:** Mayor Ryan, Alderpersons Jim Bohren, Marilyn Montemayor, Kevin Sampson; Jim Amodeo, Chief Domagalski, Chief Hermann, Marge Mattern, Bob Petrie

**OPEN:**

1. Call meeting to order.

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

Moment of silence for Sue Richards' husband's surgery.

2. Pledge of Allegiance.

3. Approval of minutes from the September 27, 2010 meeting.

Motion by Ald. Versey to approve the minutes, Second by Ald. VanderWeele. All Ayes 5-0.

4. Discussion and possible action on the revised job description for Part-Time Cashier Data Entry Clerk.

Motion by Ald. Versey to approve the revised job description for the Part-Time Cashier Data Entry Clerk and send to Council, Second by Ald. Kittelson. Passes 5-0.

5. Discussion and possible action on the new job description for Senior Accountant.

Motion by Ald. Kittelson to approve the new job description for the Senior Accountant and send to Council, Second by Ald. VanderWeele. Passes 5-0.

6. Discussion and possible action on the 2011 Human Resources Budget.

Motion by Ald. Kittelson to approve the 2011 Human Resources Budget, Second by Ald. Roeseler. Passes 5-0.

### **Matters Referred**

7. G.O. 32-10-11  
Council Doc. 13-45      An Ordinance repealing and recreating Division I of Article III of Chapter 86 of the Sheboygan Municipal Code relating to the planning and development department so as to remove the city engineering functions and the tourism promotion and development functions from the planning and development department.

Motion to approve by Ald. VanderWeele, Second by Ald. Versey, 5-0. All Ayes.

8. Res. 115-10-11  
Council Doc. 13-41      A Resolution establishing the Position of City Administrator for the City of Sheboygan.

Motion by Ald. Versey, Second by Ald. VanderWeele to put this on hold until the committee receives further information from the Finance Department. 5-0. All Ayes.

9. Emergency discussion and possible action on waiving the hiring freeze for hiring a minimum of 2 Schedule X people in the City Clerk's Office to assist in the upcoming election.

Motion to approve by Ald. Versey, Second by Ald. VanderWeele. 5-0. All Ayes.

### **Human Resources Director Update**

10. Set date and time of next Committee meeting.

Tuesday, October 26, 4:00 p.m. – Council Chambers, 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.*