

MINUTES
#10-11-12
JOINT MEETING
Salaries and Grievances Committee
Police and Fire Commission

A majority of the members of the City Common Council or any of its committees may be present at this meeting to listen, observe and participate. If a majority of any such body is present, their presence constitutes a "meeting" under the Open Meeting Law as interpreted in *State ex rel. Badke v. Greendale Village Board*, 173 Wis. 2d 553 (1993).

DATE: Monday, December 12, 2011

TIME: **4:30 pm**

PLACE: City Hall
THIRD Floor Conference Room

Salaries & Grievances Members: Alderpersons, Chair Cory Roeseler; Vice Chairman Scott Versey; Jean Kittelson, Jeremy Dekker, Kevin Sampson

Ex-officio Member: Sandy Rohrick, Manager of Human Resources, Tom Rice, Human Resources and Labor Relations Consultant

Police & Fire Commissioners: James Pragatz, Henry Jung, William Gottsacker

Excused:

Others in Attendance: Mayor Ryan, Jim Amodeo, Chief Hermann, Chief Domagalski, Chad Pelishek, Ald. Jim Bohren, Vernon Koch, Steve McLean, Marge Mattern, Dolcye Johnson

OPEN:

1. Call meeting to order.

Ald. Roeseler called the meeting to order at 4:30 pm.

2. Pledge of Allegiance.

The Pledge was recited

Ald. Roeseler Introduced Sandy Rohrick, Human Resources Manager.

3. Approval of the November 14, 2011 Minutes.

Motion by Ald. Kittelson, Second by Ald. Versey to approve the minutes,
Ayes: 5, Nays: 0.

4. Discussion and possible action on the job descriptions for the Fire Department.

Discussion was held on the Fire Chief's job description.

Motion by Ald. Dekker, Second by Ald. Versey to amend the job description to change the years of experience from 3 years to 5 years. "Also required is a minimum of **five (5)** years experience as a Fire Chief, or staff position of Lieutenant or higher in a paid municipal fire department with a minimum of fifteen (15) years of progressive work in the administration of fire/emergency medical services". Ayes: 5, Nays: 0. Motion passes.

Discussion on the job description for the Deputy Fire Chief.

Ald. Versey recommend changing from an Associates degree to a Bachelors degree.
Ald. Dekker suggested to amend the years of experience in a staff position of Lieutenant or higher from 2 years to 3 years.

Motion by Ald. Dekker and Seconded by Ald. Versey to amend the job description under Licensure and Certifications to add ".....a bachelors degree in one of the related fields by 2016 is preferred". Change the years of experience to state "Also required is a minimum of **three (3) years** experience in a staff position of Lieutenant or higher in a paid municipal fire department Ayes: 5, Nays: 0.

5. Discussion and possible action on the Vacant Position Approval Forms for the Fire Department:

- Lead Paramedic
- Shift Commander
- Fire Fighter/Paramedic
- Lieutenant
- Captain
- Assistant Chief

Chief Hermann explained the re-organization and stated he is proposing this as a trial period, 6 months to a year.

Motion to approve the document by Ald. Kittelson, Second by Ald. Dekker, Ayes: 5, Nays: 0. Motion passes.

Motion by Ald. Kittelson, Second by Ald. Dekker, to approve the entire package and vacant position approval forms, Ayes: 3. Nays: Versey & Sampson-2. Motion passes.

Tom Rice confirmed that the hiring freeze ends in 2011.

6. Discussion and possible action on the Vacant Position Approval Forms for the Police Department:

- Telecommunicator (2)
- Transcriptionist/Data
- Police Officer.

The Chief explained the need to fill the positions.

Motion to approve by Ald. Versey, Second by Ald. Dekker, the vacant position approval forms. Ayes 4: Nays: Sampson-1

7. Discussion and possible action on the re-organization of the Public Works Department.

David Biebel explained the re-organization stating that this is the first step in moving forward. There are 20 retirees at the end of this year and would like to hire (from the outside) a Superintendent of Buildings/Grounds/Electrical & MVD

Ald. Bohren stated that the Public Works Committee is in favor of this.

Motion to approve by Ald. Dekker, Second by Ald. Kittelson, the re-organization and the vacant position approval form. Ayes: 5, Nays: 0.

8. Discussion and possible action on reducing the size of Common Council.

Hand out by Ald. Roeseler "Proposal to Reduce the Size of the Sheboygan Common Council Down to Eight Alderpersons".

Ald. Versey made a motion to send to Council with a positive recommendation from Salaries and Grievances.

Discussion was held.

Ald. Dekker stated that this is a big topic and should be discussed at the Committee of the Whole.

A motion was made by Ald. Versey, second by Ald. Kittelson to send the document to Council and debate on the floor. Ayes: 4, Nays: Dekker-1. Motion passes

9. Discussion and possible action on the City of Sheboygan Health Reimbursement Arrangement with Diversified Benefit Services effective January 1, 2012.

Motion to approve by Ald. Versey, Second by Ald. Roeseler, Ayes; 4. Abstention: Kittelson – 1. Motion passes

10. Discussion and possible action regarding extending the residency requirement for Scott Isaacs.

Motion by Ald. Versey, Second by Ald. Kittelson to extend the residency requirement for Scott Isaacs for 6 months, Ayes; 5, Nays; 0.

MATTERS REFERRED

11. R.C. 262-11-12 By Public Works With their recommendations.
Council Doc. 17-35

Discussion was held

A motion was made by Ald. Kittelson, Second by Ald. Versey to amend the R. C. to state "...appointment of the Director of Public Works by the Common Council based on the recommendation of the Chief Administrative Officer and Mayor; at-will appointment; to be effective upon passage and publication. On and after July 1, 2012, any appointment by the Council based on the recommendation of the Chief Administrative Officer and Mayor from a list of qualified candidates provided by the Civil Service Commission. Ayes: 5, Nays; 0. Motion passes.

12. R.C. 52-11-12 By Ordinance amending Section 29-75 of the 1975 Sheboygan
Council Doc. 17-35 Municipal Code so as to add a position to the Table of
Organization in the Department of Public Works for the City of
Sheboygan.

Motion by Alderson by Kittelson, Second by Ald. Versey to amend the ordinance. Ayes: 5, Nays: 0. Motion passes.

13. G.O. 39-11-12 An ordinance re-establishing the salary schedule for the office of
Council Doc. 14-41 the Mayor

14. G.O. 40-11-12 An Ordinance re-establishing the salary schedule for the office
Council Doc. 14-42 of Mayor.

Motion by Ald. Sampson, Second by Ald. Dekker to hold #13 and #14. Ayes: 5, Nays: 0.

15. Set date and time of next Committee meeting.

January 9, 2012, 4:30 pm

16. Adjourn.

Motion to adjourn by Ald. Versey, Second by Ald. Kittelson, Ayes: 5, Nays: 0.