

MINUTES
#13-11-12
February 13, 2012
Salaries and Grievances Committee
2nd Floor Conference Room

DATE: Monday, February 13, 2012

TIME: **4:30 pm**

PLACE: City Hall
SECOND Floor Conference Room

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

Ex-officio Member: Sandy Rohrick, Manager of Human Resources

Excused: Alderperson Kittelson

Others in Attendance: James Amodeo, Jeff Hermann, Steve McLean, , Sue Richards,
David Biebel, Ald. Carlson, Marge Mattern, Dolcye Johnson,
Sheboygan Press

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.

3. Approval of the January 23, 2012 Minutes.

Motion by Alderperson Versey, Second by Alderperson Dekker, Ayes: 4, Nays: 0.

4. Discussion and possible action regarding hiring temporary help for the City Clerks Office;
Vacant Position Approval Form and lift the hiring freeze for the temporary help.

Motion to approve filling of the Vacant Position Approval Form for temporary help up
until the November election and to lift the hiring freeze by Ald. Dekker, Second by Ald.
Versey, Ayes: 4, Nays: 0. Motion passes.

5. Discussion and possible action regarding the Table of Organization for the Department
of Public Works and job descriptions:

Hand out and explanation by David Biebel:

- Equipment Service Supervisor - This is a new position and will be at a class grade 7.
- Lead Plant Operator - This position was discussed through the reorganization of the Department of Public Works.

The money is in the budget for both positions.

Motion to approve the job descriptions and filling both of the positions by Ald. Dekker, Second by Ald. Versey. Ayes 4: Nays 0: Motion passes.

6. Discussion and possible action regarding hiring for the Department of Public Works; Vacant Position Approval Forms for the Department of Public Works and Waste Water Treatment Plant and lift the hiring freeze for:

- Wastewater Electro Mechanical Technician
- Wastewater Maintenance
- Lead Plant Operator
- Maintenance Mechanic
- Laborer II

David Biebel explained that the above positions are all vacant due to retirements at the end of last year. The Wastewater Electro Mechanical Technician will replace the Plant Electrician which will prove to be more flexible and it's the same pay range. The money is in the budget for all the above positions. If the positions cannot be filled internally, with qualified employees, we wanted permission to go the outside

Motion to approve the Vacant Position Approval Forms and lift the hiring freeze for all 5 positions by Ald. Dekker, Second by Ald. Sampson, Ayes: 3, Abstention: 1, (Versey). Motion passes.

MATTERS REFERRED:

7. R.C. 294-11-12 Attached Substitute G.O. 40-11-12 re-establishing the
Council Doc. 20-28 salary schedule for the office of Mayor (full-time).
Discussion was held.

Motion to lower the salary to \$50,000 by Ald. Dekker, Second by Ald. Versey. Ayes: 2, Nays: 2, (Roeseler, Sampson). Motion fails.

Motion to lower the salary to \$55,000 by Ald. Dekker, Second by Ald. Versey, Ayes: 2, Nays: 2, (Roeseler, Sampson). Motion fails.

Motion by Ald. Roeseler to set the salary at \$60,000. Second by Ald. Sampson, Ayes: 3, Nays: 1, (Dekker)

Motion passes.

8. G.O. 65-11-12 Council Doc. 10.3 An Ordinance repealing Sections 82-125 and 82-126 of the Municipal Code relating to personnel regulations.

Discussion was held. After further discussion Jim Amodeo stated that he will work with Sandy Rohrick and put a more comprehensive plan together. Motion to hold by Ald. Versey, Second by Ald. Sampson. Ayes: 4, Nays: 0. Motion passes.

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 go into closed session by Ald. Versey, Second by Ald. Sampson, Ayes: 4 Nays: 0.

9. Discussion on the salaries for the recent promotions in the Department of Public Works.

10. Discussion on a compression issue for a non-rep employee.

11. Staffing needs in the Human Resources Department.

OPEN:

Possible action on items #9 and #10 that was discussed in closed session.

9. Discussion on the salaries for the recent promotions in the Department of Public Works.

Motion to approve the salary increases for the recent promotions in the Department of Public Works. By Ald. Versey, Second by Ald. Sampson, Ayes: 4 Nays: 0. Motion passes.

10. Discussion and possible action on a compression issue for a non-rep employee.

Motion by Ald. Sampson, Second by Ald. Versey in order to solve the compression issue the supervisor will be placed at the top of his range. Ayes: 4 Nays: 0. Motion passes.

12. Set date and time of next Committee meeting.

February 27, 2012

13. Adjourn.

Motion to adjourn by Ald. Dekker, Second by Ald. Versey, Ayes: 4, Nays: 0.

