FINANCE, BUDGET AND PERSONNEL COMMITTEE
MINUTES OF JANUARY 9, 2012

Special meeting called to order by Chairperson Spiros at 5:00 p.m., in the Common Council Chambers, City Hall Plaza.
PRESENT: Alderpersons John Spiros, Alanna Feddick-Goodwin, Gordon Earll, Pete Hendler and Russell Stauber
ABSENT: None
ALSO PRESENT: Alderpersons Cummings, Feirer, Buttke and Wagner, City Administrator Barg, Gary Gray and City Personnel (Keith Strey, Lara Baehr, Gary Jepsen, Ed Englehart, Brian Panzer, Rick Gramza, Jeff Becker, Brenda Hanson, Dan Knoeck, Tom Turchi, James Schmidt and Deb Hall)

CITIZEN COMMENTS
Jeff Becker, 700 S. Highland spoke about longevity. Longevity as far back as he had records for has been in place since 1961. He doesn't understand what the issue is with the longevity. He has taken a 0% increase this year, 2% increase last year and by his calculations if he loses $.32/hr. which is where he is at with longevity he will take a 1 ½% cut. He has been here for 30 years and longevity is a way to recognize an employee for their dedication and service. Hopefully this issue will be addressed in a fair manner.

Discussion regarding implementation of additional pay in lieu of longevity.

Finance Director Strey explained that they reviewed this internally. They can take the existing process that is set up based on a dollar amount per month and convert it to an hourly rate. This would be added to their base rate. It would be set at an amount that is equal to where they were at at the end of 2011. No increases beyond that.

The committee agreed with the recommended implementation of the longevity pay. Staff will bring this back to the Finance Committee with the pay scale adjustments at a later meeting.

FBP12-006 Motion by Stauber, second by Hendler to approve Personnel Policy 3.820, Overtime/Call-In/Captive Time Pay for Non-exempt Personnel. Ayes - 5
Motion carried

FBP12-007 Motion by Stauber, second by Hendler to approve Personnel Policy 3.580, Use of City-Owned Vehicles with the amendment that employees may take city owned vehicles home for lunch as long as it is within the corporate boundaries of the city. Ayes – 4; Nay – 1 (Feddick-Goodwin)
Motion carried

FBP12-008 Motion by Stauber, second by Earll to approve Personnel Policy 3.010, Purpose of the Personnel Policies. Ayes - 5
Motion carried

FBP12-009 Motion by Hendler, second by Stauber to approve Personnel Policy 3.015, Chain of Command. Ayes - 0; Nay - 5
Motion failed

Personnel Policy 3.015 was sent back to staff for some revisions to reflect what is currently being done and yet still allow a chain of command to happen. The City Council should be allowed to get the information that they need. The following two paragraphs need to be worded differently:

The City Administrator and those department heads, supervisors and employees directed by the City Administrator shall attend all relevant meetings when feasible. Administrative participation shall be by professional counsel, guidance, and recommendation – as distinct from deliberation, debate, and voting of Common Council members.

Any employees who receive directives or requests beyond the typical job duties from any individual citizen, business representative or elected or appointed official are to immediately report such directive or request to the employee's supervisor. No specific directives or requests from such persons are to be fulfilled unless permission to do so is given by the employee's supervisor.

FBP12-010 Motion by Stauber, second by Earll to approve Personnel Policy 3.130, Types of Appointment. Ayes - 5
Motion carried

FBP12-011 Motion by Stauber, second by Hendler to approve Personnel Policy 3.145, Recruitment and Induction (Employment) – Title change to: Hiring, Promotions, Transfers, and Temporary Assignments. Ayes - 5
Motion carried

FBP12-012 Motion by Hendler, second by Earll to approve Personnel Policy 3.420, Layoffs/ Reinstatement. Ayes - 5
Motion carried

FBP12-013 Motion by Stauber, second by Earll to approve Personnel Policy 3.430, Retirement Recognition. Ayes – 0; Nay - 5
Motion failed

Personnel Policy 3.430 was sent back to staff so that they could come up with some options to present to the Finance Committee for retirement recognition.

FBP12-014 Motion by Earll, second by Stauber to approve Personnel Policy 3.590, Employee Assistance Program. Ayes - 5
Motion carried

FBP12-015 Motion by Stauber, second by Hendler to approve Personnel Policy 3.800, Compensation Plan Administration. Ayes - 5
Motion carried

FBP12-016 Motion by Hendler, second by Stauber to approve Personnel Policy 3.805, Employee Performance Appraisals. Ayes - 5
Motion carried

FBP12-017 Motion by Stauber, second by Hendler to approve Personnel Policy 3.880, Jury Duty/Witness Fees. Ayes – 3; Nay – 2 (Feddick-Goodwin and Spiros)
Motion carried

FBP12-018 Motion by Feddick-Goodwin, second by Hendler to approve Personnel Policy 3.910, Safety Policy. Ayes - 5
Motion carried

Motion by Stauber, second by Feddick-Goodwin to adjourn at 6:17 p.m.
Motion carried

Deb M. Hall
City Clerk