



CITY OF MARSHFIELD

MEETING NOTICE

**FINANCE, BUDGET AND PERSONNEL COMMITTEE MEETING
TUESDAY, FEBRUARY 16, 2016
Council Chambers, City Hall Plaza
5:30 P.M.**

1. Call to Order – Alanna Feddick, Chair
2. Citizen Comments
3. Consent Agenda
 - a) Approval of Minutes of January 19, 2016 meeting
 - b) Approve Bills and Payroll
 - c) Monthly Position Control Report
 - d) Treasurer's Report

Recommended Action: Approve the Consent Agenda, as presented

4. Consideration of items removed from the consent agenda, if any
5. Request to recommend to the Common Council approval of Payroll Resolution No. 2016-01 adopting a salary schedule for non-represented employees effective July 1, 2016. Presented by Jennifer Rachu, Human Resources Manager/Assistant to the City Administrator

Recommended Action: Recommend approval of Payroll Resolution No. 2016-01 to the Common Council

6. Request to recommend to Common Council approval of Payroll Resolution No. 2016-05, adjusting pay for temporary, seasonal, and part-time positions effective January 1, 2016. Presented by Jennifer Rachu, Human Resources Manager/Assistant to the City Administrator

Recommended Action: Recommend approval of Payroll Resolution No. 2016-05 to the Common Council.

7. Request to approve revised Policy 3.800 (compensation). Presented by Jennifer Rachu, Human Resources Manager/Assistant to the City Administrator

Recommended Action: Approve revised Policy 3.800

FINANCE, BUDGET AND PERSONNEL COMMITTEE

February 16, 2016

8. Request to recommend to Common Council approval of Resolution No. 2016-13 authorizing the carry-over of the 2015 appropriation into 2016 for various capital outlay projects and other operation/maintenance projects that were not expended/completed in 2015. Presented by Keith Strey, Finance Director

Recommended Action: Recommend approval of Resolution No. 2016-13 to the Common Council

9. Request to approve interest rate to be charged to property owners who elect to pay their special assessments on the installment basis for 2016 assessable construction projects. Presented by Keith Strey, Finance Director

Recommended Action: Establish the interest rates for 2016 special assessment at 3.45% (Non-TIF) and 4.33% (TIF)

10. Request to approve beginning the Request for Proposals process for the Employee Assistance Program. Presented by Jennifer Rachu, Human Resources Manager/Assistant to the City Administrator

Recommended Action: Authorize staff to begin the Request for Proposal process for the Employee Assistance Program

11. Review of Council pay for possible increase. Presented by Steve Barg, City Administrator

Recommended Action: Discretion of the Committee

12. Suggested items for future agendas

13. Adjourn

Posted this day, February 12, 2016 at 4:00 p.m., by Deb M. Hall, City Clerk

NOTICE

It is possible that members of and possibly a quorum of other governmental bodies of the municipality may be in attendance at the above-stated meeting to gather information; no action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice. Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, contact Deb M. Hall, City Clerk, at 630 South Central Avenue or by calling (715) 384-3636.

FINANCE, BUDGET AND PERSONNEL COMMITTEE
MINUTES OF JANUARY 19, 2016

Meeting called to order by Chairperson Feddick at 5:30 p.m., in the Common Council Chambers, City Hall Plaza.

PRESENT: Alderpersons Rich Reinart, Gordon Earll, Alanna Feddick, Rebecca Spiros and Peter Hendler.

ABSENT: None

ALSO PRESENT: City Administrator Barg and City Personnel (Keith Strey, Amy VanWyhe, Eng Ng, Dan Knoeck, Jen Rachu and Deb M. Hall)

Citizen Comments

None

FBP16-001 Motion by Spiros, second by Hendler to approve the items on the consent agenda:

1. Minutes of the December 15, 2015 meeting.
2. Payroll in the amount of \$921,483.84 and Bills in the amount of \$941,589.14 and \$8,483,138.81.
3. Monthly Position Control Report as of December 31, 2015.
4. Report of Personnel Actions of January 19, 2016.
5. December 2015 Treasury Report.

Motion carried

No items were removed from the consent agenda.

FBP16-002 Motion by Earll, second by Reinart to approve revised Policy 4.330 – Capital Improvement Program (CIP), and the 2016 meeting schedule.

Motion carried

FBP16-003 Motion by Earll, second by Hendler to recommend approval of Budget Resolution No. 01-2016 to the Common Council transferring \$1,635 within the General Fund Information Technology budget for the purchase of 2 GPS Receivers.

Motion carried

FBP16-004 Motion by Hendler, second by Spiros to recommend approval of Budget Resolution No. 02-2016 to the Common Council transferring \$56,015 from Project TIF #4 to TIF #9 for the North Central Avenue (Arnold to Harrison) project.

Motion carried

FBP16-005 Motion by Spiros, second by Reinart to go into closed session pursuant to Wisconsin Statutes, Chapter 19.85 (1)(e) deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.

- Possible termination of lease in City Hall

Roll call vote, all ayes. (Time: 5:41 p.m.)

Motion carried

Present in closed session: Alderpersons Feddick, Reinart, Earll, Spiros and Hendler, City Administrator Barg, Finance Director Strey, Public Works Director Knoeck and City Clerk Hall.

FBP16-006 Motion by Spiros, second by Earll to return to open session. Roll call vote, all ayes.
(Time: 5:55 p.m.)

Motion carried

FBP16-007 Motion by Earll, second by Spiros to approve the request of Dr. Funk to terminate his lease for space in City Hall Plaza. Nay - Hendler

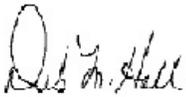
Motion carried

FUTURE AGENDA ITEMS

None

Motion by Earll, second by Hendler to adjourn at 5:57 p.m.

Motion carried



Deb M. Hall
City Clerk

Resolved by the COMMON COUNCIL of the CITY OF MARSHFIELD, WISCONSIN, that the General Payrolls amounting to **\$859,222.50** and General Expense Bills for **JANUARY, 2016** amounting to **\$826,763.10** be allowed paid and charged to their proper accounts.

Chairman

CITY OF MARSHFIELD
SCHEDULE OF BILLS FOR APPROVAL
2/3/2016

PREPAID BILLS
PREPAID BILLS PAID BY CHECK

Check #	Check Date	Vendor Name	Amount
86462	1/20/2016	SECURITY HEALTH PLAN	\$446,837.00
86463	1/22/2016	ADVANCED DISPOSAL SERVICES LLC	\$868.43
86464	1/22/2016	THE BOSON COMPANY INC	\$37,667.48
86465	1/22/2016	CHARTER COMMUNICATIONS	\$209.99
86466	1/22/2016	DEPARTMENT OF SAFETY & PROFESSIONAL SERVICES	\$82.00
86467	1/22/2016	DEPT OF MILITARY AFFAIRS	\$150.00
86468	1/22/2016	FRONTIER	\$697.18
86469	1/22/2016	GANNETT WISCONSIN MEDIA	\$291.68
86470	1/22/2016	MARLING DOORS & HARDWARE	\$513.60
86471	1/22/2016	MARSHFIELD AREA CHAMBER	\$35.00
86472	1/22/2016	MARSHFIELD UTILITIES	\$29,528.30
86473	1/22/2016	CITY OF MARSHFIELD	\$5,641.28
86474	1/22/2016	NWBIA	\$100.00
86475	1/22/2016	PENNWELL-FDIC16	\$1,350.00
86476	1/22/2016	PIERCE ENGINEERS INC	\$90.00
86477	1/22/2016	REGISTRATION FEE TRUST	\$74.50
86478	1/22/2016	TELRITE CORPORATION	\$45.32
86479	1/22/2016	UNITED MAILING SERVICE INC	\$6,264.10
86480	1/22/2016	WAHMR	\$1,350.00
86481	1/22/2016	WALMART COMMUNITY/GECRB	\$282.26
86482	1/22/2016	WE ENERGIES	\$13,881.81
86483	1/22/2016	WI LIBRARY ASSOCIATION	\$131.00
86484	1/22/2016	WI LIBRARY ASSOCIATION	\$480.00
86485	1/22/2016	ZIMMERMAN ARCHITECTURAL STUDIOS	\$7,212.50
86486	1/25/2016	DELTA DENTAL OF WISCONSIN	\$11,851.06
TOTAL PREPAID BILLS PAID BY CHECK			\$565,634.49

PREPAID BILLS PAID BY EFT

EFT000000005274	1/25/2016	WOOD CO TREASURER	\$267.71
EFT000000005275	1/25/2016	WOOD CO TREASURER	\$25,097.31
TOTAL PREPAID BILLS PAID BY EFT			\$25,365.02

CURRENT BILLS
CURRENT BILLS PAID BY EFT

EFT000000005276	2/3/2016	THE ACTIVE NETWORK	\$2,000.00
EFT000000005277	2/3/2016	ADVANCE AUTO PARTS FINANCIAL SERVICES	\$42.78
EFT000000005278	2/3/2016	AMERICAN WELDING & GAS INC	\$65.99
EFT000000005279	2/3/2016	ARAMARK UNIFORM SERVICES	\$80.62
EFT000000005280	2/3/2016	MARK BABCOCK	\$40.00
EFT000000005281	2/3/2016	BALTUS OIL COMPANY INC	\$19.99
EFT000000005282	2/3/2016	BATTERIES PLUS BULBS # 072	\$1,846.30
EFT000000005283	2/3/2016	BAUERNFEIND BUSINESS TECH	\$1,434.72
EFT000000005284	2/3/2016	BOUND TREE MEDICAL, LLC	\$124.95
EFT000000005285	2/3/2016	STEVE BURNS	\$80.27
EFT000000005286	2/3/2016	CARQUEST AUTO PARTS	\$530.97
EFT000000005287	2/3/2016	CDW GOVERNMENT INC	\$766.30
EFT000000005288	2/3/2016	CENTRAL STATE SUPPLY CORP	\$316.45
EFT000000005289	2/3/2016	DALCO ENTERPRISES, INC.	\$572.86
EFT000000005290	2/3/2016	ED ERICKSON	\$66.11

Check #	Check Date	Vendor Name	Amount
EFT000000005291	2/3/2016	BELINDA FECHHELM	\$125.28
EFT000000005292	2/3/2016	FREMONT INDUSTRIES, INC.	\$5,868.86
EFT000000005293	2/3/2016	GALLS LLC	\$35.53
EFT000000005294	2/3/2016	GRAINGER	\$327.25
EFT000000005295	2/3/2016	GRANICUS INC	\$600.00
EFT000000005296	2/3/2016	HEINZEN PRINTING INC	\$43.00
EFT000000005297	2/3/2016	HOUSE OF HEATING INC	\$124.80
EFT000000005298	2/3/2016	INGRAM LIBRARY SERVICES INC	\$594.46
EFT000000005299	2/3/2016	JOSH JOHNSON	\$105.50
EFT000000005300	2/3/2016	LOUIS KUHKA	\$100.00
EFT000000005301	2/3/2016	MARAWOOD REAL ESTATE 200 LLC	\$3,072.30
EFT000000005302	2/3/2016	JOSH MAURITZ	\$118.00
EFT000000005303	2/3/2016	MCMASTER-CARR	\$23.79
EFT000000005304	2/3/2016	MERKEL COMPANY INC	\$24,297.21
EFT000000005305	2/3/2016	MIDSTATE TRUCK SERVICE	\$88.66
EFT000000005306	2/3/2016	MIDWEST TAPE	\$292.86
EFT000000005307	2/3/2016	MISSISSIPPI WELDERS	\$276.11
EFT000000005308	2/3/2016	MONROE TRUCK EQUIPMENT	\$478.16
EFT000000005309	2/3/2016	NORTHERN SAFETY CO INC	\$153.43
EFT000000005310	2/3/2016	RAY OHERRON CO INC	\$739.45
EFT000000005311	2/3/2016	OTIS ELEVATOR COMPANY	\$960.00
EFT000000005312	2/3/2016	THOMAS OTT	\$271.12
EFT000000005313	2/3/2016	POMP'S TIRE SERVICE INC	\$1,192.04
EFT000000005314	2/3/2016	POWER PAC INC	\$618.27
EFT000000005315	2/3/2016	TIM RASMUSSEN	\$150.00
EFT000000005316	2/3/2016	REIGEL PLUMBING & HEATING INC	\$415.20
EFT000000005317	2/3/2016	ROCK OIL REFINING INC	\$30.00
EFT000000005318	2/3/2016	SAFE FAST INC	\$153.02
EFT000000005319	2/3/2016	SCHOOL DISTRICT OF MARSHFIELD	\$2,310.87
EFT000000005320	2/3/2016	SOLUTIONZ LLC	\$11,519.50
EFT000000005321	2/3/2016	SVA CONSULTING LLC	\$94.00
EFT000000005322	2/3/2016	THERESA TRACY	\$188.34
EFT000000005323	2/3/2016	TRAFFIC AND PARKING CONTROL INC	\$1,285.53
EFT000000005324	2/3/2016	LOCATE HOLDINGS INC	\$757.56
EFT000000005325	2/3/2016	V & H INC	\$1,738.17
EFT000000005326	2/3/2016	VIDCOM LLC	\$8,675.00
EFT000000005327	2/3/2016	VON BRIESEN AND ROPER, S.C.	\$946.00
EFT000000005328	2/3/2016	SAM WARP JR.	\$22.82
TOTAL CURRENT BILLS PAID BY EFT			\$76,780.40

CURRENT BILLS PAID BY CHECK

86487	2/3/2016	2FA INC	\$800.50
86488	2/3/2016	ABR EMPLOYMENTSERVICES	\$699.20
86489	2/3/2016	ADVANCED TECHNICAL SOLUTIONS	\$568.06
86490	2/3/2016	ALL TRAFFIC SOLUTIONS	\$195.00
86491	2/3/2016	L. W. ALLEN LLC	\$16,817.00
86492	2/3/2016	DONNA ALLINGTON	\$100.00
86493	2/3/2016	AMAZON	\$783.84
86494	2/3/2016	AMERICAN FENCE COMPANY	\$166.32
86495	2/3/2016	ASSOCIATED SERVICE CENTER	\$371.62
86496	2/3/2016	BAKER AND TAYLOR INC	\$3,323.27
86497	2/3/2016	BAY STEEL & FABRICATION LLC	\$85.01
86498	2/3/2016	BB COMMUNITY LEASING SERVICES INC	\$550.32
86499	2/3/2016	I BRANDL INC	\$81.00
86500	2/3/2016	BROOKS TRACTOR INC	\$2,767.12

Check #	Check Date	Vendor Name	Amount
86501	2/3/2016	CAPITAL DATA INC	\$2,880.00
86502	2/3/2016	CASTLEROCK VETERINARY HOSPITAL	\$54.00
86503	2/3/2016	COMPLETE CONTROL INC	\$4,030.00
86504	2/3/2016	COMPLETE OFFICE OF WISCONSIN	\$605.93
86505	2/3/2016	CTL COMPANY INC	\$226.01
86506	2/3/2016	CUMMINS NPOWER LLC	\$893.00
86507	2/3/2016	DON'S AUTOMOTIVE CENTER, LLC	\$130.00
86508	2/3/2016	DRAXLER'S SERVICE, INC	\$1,169.00
86509	2/3/2016	DUFFY'S AIRCRAFT SALES	\$6,381.49
86510	2/3/2016	JFTCO INC	\$432.76
86511	2/3/2016	FAMILY HEALTH PLAN	\$200.00
86512	2/3/2016	FASTENAL COMPANY	\$793.84
86513	2/3/2016	FASTSIGNS	\$14.59
86514	2/3/2016	FESTIVAL FOODS	\$27.80
86515	2/3/2016	TERRY FLECK	\$40.00
86516	2/3/2016	FRONTIER	\$270.80
86517	2/3/2016	FUTURE ELECTRONICS	\$41.60
86518	2/3/2016	GRACO INC	\$250.00
86519	2/3/2016	GRANITE STOCK REMOVAL INC	\$1,407.00
86520	2/3/2016	GRANT ELEMENTARY SCHOOL	\$1,250.00
86521	2/3/2016	HACH COMPANY	\$173.68
86522	2/3/2016	HAMMEL, GREEN & ABRAHAMSON INC	\$462.00
86523	2/3/2016	JAMES HASENOHRL	\$150.00
86524	2/3/2016	HILLER'S HARDWARE INC	\$316.07
86525	2/3/2016	ILLINOIS TOLLWAY	\$27.13
86526	2/3/2016	INTERNATIONAL SOCIETY OF FIRE SVC INSTRUCTORS	\$125.00
86527	2/3/2016	E O JOHNSON COMPANY	\$193.00
86528	2/3/2016	ROBERT A JONES	\$699.95
86529	2/3/2016	THE KING COMPANY, LLC	\$1,259.64
86530	2/3/2016	LINCOLN ELEMENTARY SCHOOL	\$1,250.00
86531	2/3/2016	ANITA LYRENMANN	\$100.00
86532	2/3/2016	MADISON ELEMENTARY SCHOOL	\$1,250.00
86533	2/3/2016	MAID TO ORDER	\$250.00
86534	2/3/2016	MALL FURNITURE OF MARSHFIELD	\$2,800.00
86535	2/3/2016	MARSHFIELD AREA CHAMBER	\$140.00
86536	2/3/2016	MARSHFIELD BUYERS GUIDE	\$240.00
86537	2/3/2016	MARSHFIELD CLINIC	\$3,189.53
86538	2/3/2016	MARSHFIELD GLASS LLC	\$130.00
86539	2/3/2016	MARSHFIELD MALL	\$3,000.00
86540	2/3/2016	MARSHFIELD PARKS & REC DEPT	\$45.19
86541	2/3/2016	MARSHFIELD ROTARY CLUB	\$215.00
86542	2/3/2016	MARSHFIELD SENIOR HIGH SCHOOL	\$25.00
86543	2/3/2016	MARSHFIELD UTILITIES	\$7,822.56
86544	2/3/2016	MENARDS	\$670.26
86545	2/3/2016	MIDSTATES ORGANIZED CRIME	\$200.00
86546	2/3/2016	MILLER BRADFORD AND RISBERG	\$2,035.75
86547	2/3/2016	MILWAUKEE RUBBER PRODUCTS	\$58.92
86548	2/3/2016	MINISTRY ST JOSEPH'S HOSPITAL	\$2,535.95
86549	2/3/2016	MPPA LE SUPPLY	\$902.82
86550	2/3/2016	NAPA AUTO PARTS	\$317.10
86551	2/3/2016	NELSON MANUFACTURING COMPANY	\$508.20
86552	2/3/2016	NIEMUTH IMPLEMENT CO INC	\$112.00
86553	2/3/2016	NORTH CENTRAL CHIEFS OF POLICE ASSOC	\$25.00
86554	2/3/2016	O'REILLY AUTO PARTS	\$16.61
86555	2/3/2016	OFFICE DEPOT	\$548.18
86556	2/3/2016	OFFICE MAX INCORPORATED	\$23.49
86557	2/3/2016	OPPORTUNITY DEVELOPMENT CENTER	\$579.56
86558	2/3/2016	PALM SUNDAY CONCERT	\$750.00
86559	2/3/2016	PEGGY PETERSON	\$100.00
86560	2/3/2016	RICHARD HAYES PHILLIPS	\$112.65
86561	2/3/2016	PHYSIO CONTROL CORPORATION	\$1,920.60
86562	2/3/2016	PROVISION PARTNERS	\$668.08
86563	2/3/2016	PUBLIC SAFETY CENTER	\$111.96

Check #	Check Date	Vendor Name	Amount
86564	2/3/2016	ROTARY CLUB OF MARSHFIELD SUNRISE	\$144.00
86565	2/3/2016	SCAFFIDI TRUCK CENTER	\$117.36
86566	2/3/2016	HENRY SCHEIN ANIMAL HEALTH	\$17.85
86567	2/3/2016	SCHENCK SC	\$6,250.00
86568	2/3/2016	SCHREINERS PLUMBING & HEATING, LLC	\$820.00
86569	2/3/2016	KIM SCHULTZ	\$100.00
86570	2/3/2016	TOWNSHIP OF SHERRY	\$89.75
86571	2/3/2016	MIKE SHORT	\$100.00
86572	2/3/2016	SIMPLEX GRINNELL LP	\$1,916.99
86573	2/3/2016	SNAP ON INDUSTRIAL	\$131.37
86574	2/3/2016	SOUND SOLUTIONS INC	\$2,083.56
86575	2/3/2016	SOUTH CENTRAL LIBRARY SYSTEM	\$14,851.40
86576	2/3/2016	SPEE-DEE DELIVERY SERVICE INC	\$57.53
86577	2/3/2016	ST VINCENT DE PAUL	\$125.00
86578	2/3/2016	STREICHER'S POLICE EQUIPMENT	\$2,237.56
86579	2/3/2016	STRYKER SALES CORPORATION	\$709.22
86580	2/3/2016	SWWBIA	\$194.00
86581	2/3/2016	TASER INTERNATIONAL	\$235.60
86582	2/3/2016	TELRITE CORPORATION	\$343.89
86583	2/3/2016	TIME CLOCK PLUS	\$600.00
86584	2/3/2016	TOWN & COUNTRY ENGINEERING INC	\$18,863.75
86585	2/3/2016	JOAN TRIERWEILER	\$100.00
86586	2/3/2016	TRIPLE R BUSINESS SERVICES, LLC	\$4,581.45
86587	2/3/2016	UNIFIRST CORPORATION	\$394.34
86588	2/3/2016	UNIQUE MANAGEMENT SERVICES INC	\$107.40
86589	2/3/2016	US IDENTIFICATION MANUAL	\$82.50
86590	2/3/2016	UW-EXTENSION	\$20.00
86591	2/3/2016	VIERBICHER ASSOCIATES	\$110.00
86592	2/3/2016	VITAL COMMUNICATION	\$189.47
86593	2/3/2016	THE WALL STREET JOURNAL	\$395.88
86594	2/3/2016	WASHINGTON ELEMENTARY SCHOOL	\$1,250.00
86595	2/3/2016	WCM	\$310.00
86596	2/3/2016	WE ENERGIES	\$348.68
86597	2/3/2016	WEILER ENTERPRISES	\$29.12
86598	2/3/2016	WI DEPT OF REVENUE	\$4,648.20
86599	2/3/2016	STATE OF WISCONSIN	\$50.00
86600	2/3/2016	WI EMERGENCY MANAGEMENT	\$485.00
86601	2/3/2016	WI HOUSING ALLIANCE	\$50.00
86602	2/3/2016	WI STATE LABORATORY OF HYGIENE	\$373.00
86603	2/3/2016	WI SUPREME COURT	\$700.00
86604	2/3/2016	WINTER EQUIPMENT COMPANY INC	\$3,193.36
86605	2/3/2016	CITY OF WISCONSIN RAPIDS	\$10.00
86606	2/3/2016	WORLD BOOK INC	\$899.00
86607	2/3/2016	WSTMA	\$45.00
86608	2/3/2016	WVOA	\$80.00
86609	2/3/2016	ZIMMERMAN ARCHITECTURAL STUDIOS	\$6,075.00
		TOTAL CURRENT BILLS PAID BY CHECK	\$158,983.19

TOTAL PREPAID BILLS	\$590,999.51
TOTAL CURRENT BILLS	\$235,763.59
GRAND TOTAL	<u>\$826,763.10</u>

Resolved by the COMMON COUNCIL of the CITY OF MARSHFIELD, WISCONSIN, that the General Payrolls amounting to N/A and General Expense Bills for **FEBRUARY, 2016** amounting to **\$1,545,122.48** be allowed paid and charged to their proper accounts.

Chairman

CITY OF MARSHFIELD
SCHEDULE OF BILLS FOR APPROVAL

2/17/2016

PREPAID BILLS
PREPAID BILLS PAID BY CHECK

Check #	Check Date	Vendor Name	Amount
86614	2/5/2016	ADVANCED DISPOSAL SERVICES LLC	\$42.28
86615	2/5/2016	AMERICAN FENCE COMPANY	\$6,979.00
86616	2/5/2016	AMERICAN TRANSMISSION COMPANY LLC	\$20.00
86617	2/5/2016	BRUCE TIBBETT JR.	\$53.00
86618	2/5/2016	CHRISTOPOHER BIBBO & LORI NILSEN-BIBBO	\$415.71
86619	2/5/2016	CAP SERVICES INC	\$995.47
86620	2/5/2016	DENNIS CARLSON	\$14.92
86621	2/5/2016	CENTRAL CITY CREDIT UNION	\$2,463.64
86622	2/5/2016	CERTIFIED REFRIGERATION & MECHANICAL, INC	\$3,891.24
86623	2/5/2016	CHARTER COMMUNICATIONS	\$147.15
86624	2/5/2016	COMPLETE OFFICE OF WISCONSIN	\$769.99
86625	2/5/2016	CRANE ENGINEERING SALES INC	\$1,626.87
86626	2/5/2016	CUMMINS NPOWER LLC	\$746.95
86627	2/5/2016	GILBERT & STACY DANIEL	\$25.34
86628	2/5/2016	DEPT OF ADMINISTRATION	\$200.00
86629	2/5/2016	DEPT OF WORKFORCE DEVELOPMENT	\$151.38
86630	2/5/2016	FRONTIER	\$1,497.14
86631	2/5/2016	STEPHANIE HALL	\$18.12
86632	2/5/2016	SHANNON LONGMORE	\$12.40
86633	2/5/2016	MAIN STREET PHOTO & STUDIO	\$876.04
86634	2/5/2016	MARSHFIELD UTILITIES	\$61,200.37
86635	2/5/2016	KEVIN & MARYANN RUDIE	\$130.87
86636	2/5/2016	TDS TELECOM	\$348.90
86637	2/5/2016	TELRITE CORPORATION	\$63.73
86638	2/5/2016	DONALD TOMCZAK SR	\$690.57
86639	2/5/2016	TRUCK COUNTRY OF WISCONSIN, INC	\$162,265.00
86640	2/5/2016	UNITRENDS INC	\$17,010.08
86641	2/5/2016	US CELLULAR	\$2,323.82
86642	2/5/2016	VERIZON WIRELESS	\$127.12
86643	2/5/2016	WE ENERGIES	\$40.12
86644	2/5/2016	CHARLES WEIGEL	\$127.51
86645	2/5/2016	WELLS FARGO REAL ESTATE TAX SERVICES LLC	\$430.93
86646	2/5/2016	WI POLICE LEADERSHIP FOUNDATION	\$270.00
86647	2/5/2016	WISCONSIN CONCRETE PAVEMENT ASSOCIATION	\$300.00
86648	2/4/2016	NVA FIDUCIARY TRUST FOR FSLI	\$1,444.20
86649	2/8/2016	MINNESOTA LIFE INSURANCE CO	\$5,581.38
86650	2/8/2016	SECURITY HEALTH PLAN	\$224,876.47
TOTAL PREPAID BILLS PAID BY CHECK			\$498,177.71

PREPAID BILLS PAID BY EFT

EFT000000005331	2/5/2016	ATHENS VETERINARY SERVICE INC	\$1,407.40
EFT000000005332	2/5/2016	BAUERNFEIND BUSINESS TECH	\$480.38
EFT000000005333	2/5/2016	CHEM TECH INTERNATIONAL INC	\$50.00
EFT000000005334	2/5/2016	DALCO ENTERPRISES, INC.	\$286.68
EFT000000005335	2/5/2016	LOUIS KUHLKA	\$100.00
EFT000000005336	2/5/2016	VALLEY CHEMICAL LLC	\$3,577.45
EFT000000005337	2/5/2016	BRENDAN LANGJAHR	\$11.21
EFT000000005338	2/8/2016	WOOD CO TREASURER	\$151.75
TOTAL PREPAID BILLS PAID BY EFT			\$6,064.87

ACH PAYMENTS

2/26/2016	WI DEPT OF REVENUE - SALES TAX	\$1,629.31
TOTAL ACH PAYMENTS		\$1,629.31

Check #	Check Date	Vendor Name	Amount
CURRENT BILLS			
CURRENT BILLS PAID BY EFT			
EFT000000005339	2/17/2016	MARY ADLER	\$19.98
EFT000000005340	2/17/2016	ADVANCE AUTO PARTS FINANCIAL SERVICES	\$49.19
EFT000000005341	2/17/2016	AIRGAS NORTH CENTRAL	\$42.99
EFT000000005342	2/17/2016	JASON ANGELL	\$643.76
EFT000000005343	2/17/2016	ARAMARK UNIFORM SERVICES	\$77.06
EFT000000005344	2/17/2016	BALTUS OIL COMPANY INC	\$12,306.55
EFT000000005345	2/17/2016	JEFF BARTH	\$2,524.00
EFT000000005346	2/17/2016	BELCO VEHICLE SOLUTIONS LLC	\$1,151.78
EFT000000005347	2/17/2016	LORI BELONGIA	\$43.74
EFT000000005348	2/17/2016	CHRISTOPHER BERG	\$50.00
EFT000000005349	2/17/2016	KURT BORNBAACH	\$465.80
EFT000000005350	2/17/2016	BRUCE MUNICIPAL EQUIPMENT	\$318.92
EFT000000005351	2/17/2016	CARQUEST AUTO PARTS	\$949.51
EFT000000005352	2/17/2016	CDW GOVERNMENT INC	\$789.92
EFT000000005353	2/17/2016	CENTRAL STATE SUPPLY CORP	\$1,200.50
EFT000000005354	2/17/2016	TERRY CHRISTENSEN	\$79.11
EFT000000005355	2/17/2016	JODY CLEMENTS	\$860.00
EFT000000005356	2/17/2016	DAKOTA ELECTRIC SERVICE INC	\$51.00
EFT000000005357	2/17/2016	DALCO ENTERPRISES, INC.	\$644.22
EFT000000005358	2/17/2016	JAMES WM DORN	\$530.05
EFT000000005359	2/17/2016	AMANDA DUER	\$5.94
EFT000000005360	2/17/2016	TERRY ENDRIES	\$199.95
EFT000000005361	2/17/2016	TRAVIS ESSER	\$55.41
EFT000000005362	2/17/2016	BRANDON FISCHER	\$100.00
EFT000000005363	2/17/2016	GALLS LLC	\$25.52
EFT000000005364	2/17/2016	JODY GEURINK	\$46.08
EFT000000005365	2/17/2016	RICHARD GRAMZA	\$186.72
EFT000000005366	2/17/2016	WILL GUENSBURG	\$42.19
EFT000000005367	2/17/2016	DEB HALL	\$213.26
EFT000000005368	2/17/2016	KRIS HAWLEY	\$500.64
EFT000000005369	2/17/2016	HEINZEN PRINTING INC	\$266.00
EFT000000005370	2/17/2016	HOUSE OF HEATING INC	\$281.00
EFT000000005371	2/17/2016	INGRAM LIBRARY SERVICES INC	\$324.93
EFT000000005372	2/17/2016	JOSH JOHNSON	\$105.50
EFT000000005373	2/17/2016	KAFKA DUSTBUSTER PLUS LLC	\$7,222.50
EFT000000005374	2/17/2016	DENNIS KEFFER	\$45.27
EFT000000005375	2/17/2016	GREG KIEFFER	\$50.00
EFT000000005376	2/17/2016	JAMIE KIZER	\$16.33
EFT000000005377	2/17/2016	ROBERT LARSEN	\$489.18
EFT000000005378	2/17/2016	LAWSON PRODUCTS INC	\$116.91
EFT000000005379	2/17/2016	MCMASTER-CARR	\$39.12
EFT000000005380	2/17/2016	STEVEN MEEK	\$26.96
EFT000000005381	2/17/2016	MERKEL COMPANY INC	\$2,929.33
EFT000000005382	2/17/2016	MERKEL COMPANY INC	\$28,500.00
EFT000000005383	2/17/2016	MIDSTATE TRUCK SERVICE	\$393.89
EFT000000005384	2/17/2016	MIDWEST TAPE	\$449.72
EFT000000005385	2/17/2016	SHAWN MILLER	\$91.80
EFT000000005386	2/17/2016	JOSH MILLER	\$232.19
EFT000000005387	2/17/2016	MISSISSIPPI WELDERS	\$37.81
EFT000000005388	2/17/2016	MONROE TRUCK EQUIPMENT	\$21.06

Check #	Check Date	Vendor Name	Amount
EFT00000005389	2/17/2016	MSA PROFESSIONAL SERVICES INC	\$9,008.42
EFT00000005390	2/17/2016	POMP'S TIRE SERVICE INC	\$7,082.21
EFT00000005391	2/17/2016	POWER PAC INC	\$184.44
EFT00000005392	2/17/2016	REIGEL PLUMBING & HEATING INC	\$3,705.89
EFT00000005393	2/17/2016	RIPP DISTRIBUTING COMPANY INC	\$67.50
EFT00000005394	2/17/2016	SAFE FAST INC	\$121.86
EFT00000005395	2/17/2016	IRWIN SAVERDA	\$53.78
EFT00000005396	2/17/2016	SCHOOL DISTRICT OF MARSHFIELD	\$608.71
EFT00000005397	2/17/2016	SOLUTIONZ LLC	\$551.00
EFT00000005398	2/17/2016	JOAN SPENCER	\$97.20
EFT00000005399	2/17/2016	BENJAMIN STEINBACH	\$276.86
EFT00000005400	2/17/2016	SVA CONSULTING LLC	\$22,723.65
EFT00000005401	2/17/2016	TRAFFIC AND PARKING CONTROL INC	\$935.63
EFT00000005402	2/17/2016	NATHAN ULNESS	\$536.27
EFT00000005403	2/17/2016	LOCATE HOLDINGS INC	\$362.56
EFT00000005404	2/17/2016	V & H AUTOMOTIVE MARSHFIELD	\$1.94
EFT00000005405	2/17/2016	V & H INC	\$16.10
EFT00000005406	2/17/2016	VON BRIESEN AND ROPER, S.C.	\$460.00
EFT00000005407	2/17/2016	WOOD CO HIGHWAY DEPARTMENT	\$3,265.96
EFT00000005408	2/17/2016	WOOD COUNTY TREASURER	\$306.74
EFT00000005409	2/17/2016	PATRICK ZEPS	\$32.87
TOTAL CURRENT BILLS PAID BY EFT			\$116,212.88

CURRENT BILLS PAID BY CHECK

86651	2/17/2016	ABR EMPLOYMENTSERVICES	\$662.40
86652	2/17/2016	ADVANCED DISPOSAL SERVICES LLC	\$432.00
86653	2/17/2016	AIR FLOW INC	\$90.00
86654	2/17/2016	ALLIANT ENERGY WP&L	\$75.87
86655	2/17/2016	AMERICAN PLANNING ASSOCIATION	\$315.00
86656	2/17/2016	AMERICAN PUBLIC WORKS ASSOC	\$680.00
86657	2/17/2016	AMERIGAS-RUDOLPH	\$1,311.57
86658	2/17/2016	ANIMAL CONTROL TRAINING SERVICES	\$500.00
86659	2/17/2016	ARROW TERMINAL.COM VEHICLE & IND SUPPLIES	\$108.85
86660	2/17/2016	ASSOCIATED SERVICE CENTER	\$2,269.05
86661	2/17/2016	AUTOMATIC ENTRANCES OF WI INC	\$278.77
86662	2/17/2016	AYRES ASSOCIATES INC	\$35,758.00
86663	2/17/2016	BAKER AND TAYLOR INC	\$2,558.10
86664	2/17/2016	BAY STEEL & FABRICATION LLC	\$36.06
86665	2/17/2016	BERNAN ASSOCIATES	\$400.00
86666	2/17/2016	BESTIMATE LLC	\$1,898.75
86667	2/17/2016	BROOKS TRACTOR INC	\$1,153.41
86668	2/17/2016	BURT TROPHY & AWARDS INC	\$14.90
86669	2/17/2016	CAL'S PLUMBING SERVICE LLC	\$3,014.18
86670	2/17/2016	CAP SERVICES INC	\$35.00
86671	2/17/2016	CAPITAL DATA INC	\$3,394.00
86672	2/17/2016	CHARTER COMMUNICATIONS	\$195.99
86673	2/17/2016	COLD SPRING GRANITE COMPANY	\$403.00
86674	2/17/2016	COMPASS MINERALS AMERICA	\$62,548.79
86675	2/17/2016	COMPLETE CONTROL INC	\$2,155.70
86676	2/17/2016	COMPLETE OFFICE OF WISCONSIN	\$1,374.61
86677	2/17/2016	COUNTY MATERIALS CORPORATION	\$496.42
86678	2/17/2016	CTL COMPANY INC	\$535.54
86679	2/17/2016	DAVIS AND STANTON	\$63.00
86680	2/17/2016	DRAXLER'S SERVICE, INC	\$99.50
86681	2/17/2016	ENVIROTECH EQUIPMENT CO INC	\$1,341.69
86682	2/17/2016	JFTCO INC	\$6.00
86683	2/17/2016	FASTENAL COMPANY	\$354.96
86684	2/17/2016	FESTIVAL FOODS	\$69.71
86685	2/17/2016	FRONTIER	\$357.52
86686	2/17/2016	G & D WOOD PRODUCTS INC	\$175.00

Check #	Check Date	Vendor Name	Amount
86687	2/17/2016	GARD SPECIALISTS CO INC	\$83.85
86688	2/17/2016	H & S PROTECTION SYSTEMS INC	\$138.55
86689	2/17/2016	DONNA HAYES	\$100.00
86690	2/17/2016	HILLER'S HARDWARE INC	\$1,071.91
86691	2/17/2016	HUMANA HEALTH CARE PLANS	\$450.05
86692	2/17/2016	BARBARA INDA	\$25.00
86693	2/17/2016	INTEGRITY FIRE PROTECTION INC	\$322.00
86694	2/17/2016	INTERNATIONAL ASSOCIATION OF ELECTRICAL INSPECTORS	\$120.00
86695	2/17/2016	J & L STEEL INC	\$85,500.00
86696	2/17/2016	JEFFERSON FIRE AND SAFETY INC	\$171.00
86697	2/17/2016	E O JOHNSON COMPANY	\$604.04
86698	2/17/2016	ROBERT A JONES	\$422.40
86699	2/17/2016	K & C CLEANING LLC	\$350.00
86700	2/17/2016	KALAHARI RESORT	\$888.00
86701	2/17/2016	MARY ANNE KLINE	\$100.00
86702	2/17/2016	KOHEL DRYWALL LLC	\$52,250.00
86703	2/17/2016	LEGEND DATA SYSTEMS, INC.	\$17.58
86704	2/17/2016	LEXIPOL LLC	\$8,800.00
86705	2/17/2016	LOCAL 1021 REC FUND	\$75.00
86706	2/17/2016	RANDY LUETH - LANDSCAPE ARCHITECT LLC	\$2,400.00
86707	2/17/2016	MAID TO ORDER	\$200.00
86708	2/17/2016	MARSHFIELD FIRE DEPARTMENT	\$3.90
86709	2/17/2016	MARSHFIELD POLICE DEPT INVESTIGATIVE FUND	\$650.00
86710	2/17/2016	MARSHFIELD SENIOR HIGH SCHOOL	\$25.00
86711	2/17/2016	MARSHFIELD UTILITIES	\$48.80
86712	2/17/2016	MENARDS	\$1,879.63
86713	2/17/2016	MIDSTATE TECHNICAL COLLEGE	\$109.07
86714	2/17/2016	MILLER BRADFORD AND RISBERG	\$333.00
86715	2/17/2016	MINNESOTA LIFE INSURANCE CO	\$646.80
86716	2/17/2016	MPPA LE SUPPLY	\$795.49
86717	2/17/2016	MSC INDUSTRIAL SUPPLY CO.	\$88.80
86718	2/17/2016	NAPA AUTO PARTS	\$741.02
86719	2/17/2016	NC WI STORMWATER COALITION	\$1,500.00
86720	2/17/2016	NIEMUTH IMPLEMENT CO INC	\$444.00
86721	2/17/2016	NORTH STAR ENVIRONMENTAL TESTING LLC	\$3,335.00
86722	2/17/2016	NORTHERN LAKE SERVICE INC	\$92.50
86723	2/17/2016	OFFICE MAX INCORPORATED	\$104.37
86724	2/17/2016	PHYSIO CONTROL CORPORATION	\$1,479.96
86725	2/17/2016	PROVISION PARTNERS	\$497.10
86726	2/17/2016	RESCO ELECTRIC UTILITY SUPPLY	\$58.80
86727	2/17/2016	RODENTPRO	\$2,276.00
86728	2/17/2016	SAFE KIDS WORLDWIDE	\$50.00
86729	2/17/2016	SCAFFIDI TRUCK CENTER	\$9.68
86730	2/17/2016	SCHREINERS PLUMBING & HEATING, LLC	\$631.45
86731	2/17/2016	SECURITY OVERHEAD DOOR INC	\$312.00
86732	2/17/2016	SNAP ON INDUSTRIAL	\$115.00
86733	2/17/2016	SPECTRUM INSURANCE GROUP	\$592,800.00
86734	2/17/2016	STRYKER SALES CORPORATION	\$6,563.04
86735	2/17/2016	SYSTEMS TECHNOLOGIES	\$1,464.25
86736	2/17/2016	JIWAN THAPA	\$100.00
86737	2/17/2016	TOTAL ELECTRIC SERVICE INC	\$499.96
86738	2/17/2016	TOWN & COUNTRY ENGINEERING INC	\$3,855.93
86739	2/17/2016	TRANSOFT SOLUTIONS INC	\$770.00
86740	2/17/2016	UNIFIRST CORPORATION	\$186.46
86741	2/17/2016	THE UNIFORM SHOPPE	\$151.80
86742	2/17/2016	UW-EXTENSION	\$432.00
86743	2/17/2016	VERIZON WIRELESS	\$628.01
86744	2/17/2016	VICTORY APPAREL	\$15.00
86745	2/17/2016	WEILER ENTERPRISES	\$14.66
86746	2/17/2016	ERLAN R. WENZEL	\$220.00
86747	2/17/2016	WISCONSIN CHIEFS OF POLICE ASSOCIATION INC	\$65.00
86748	2/17/2016	WI DEPARTMENT OF JUSTICE	\$210.00
86749	2/17/2016	WI DEPT OF JUSTICE	\$1,179.50

Check #	Check Date	Vendor Name	Amount
86750	2/17/2016	WI EMERGENCY MANAGEMENT	\$250.00
86751	2/17/2016	WSFCA	\$200.00
86752	2/17/2016	WISCONSIN MEDIA	\$599.77
86753	2/17/2016	CITY OF WISCONSIN RAPIDS	\$60.00
86754	2/17/2016	BETSY WOLF	\$100.00
86755	2/17/2016	WOLFGRAM GAMOKE AND HUTCHINSON	\$8,350.24
86756	2/17/2016	WOOD COUNTY REGISTER OF DEEDS	\$30.00
86757	2/17/2016	ZIMMERMAN ARCHITECTURAL STUDIOS	\$8,812.00
		TOTAL CURRENT BILLS PAID BY CHECK	\$923,037.71
		TOTAL PREPAID BILLS	\$504,242.58
		TOTAL ACH PAYMENTS	\$1,629.31
		TOTAL CURRENT BILLS	\$1,039,250.59
		GRAND TOTAL	<u>\$1,545,122.48</u>

MONTHLY POSITION CONTROL REPORT
 PERMANENT FULL-TIME/PART-TIME
 POSITIONS AS OF JANUARY 31, 2016

Department	Division	Position	FTE	Last Name	First Name
Administrator		City Administrator	1.00	BARG	STEVEN
Administrator		HR Manager/Assist. to the CA	1.00	RACHU	JENNIFER
Administrator		Administrative Assistant III	0.50	KROGMAN	AMY
Administrator Total			2.50		
Assessor		City Assessor	1.00	SPENCER	JOAN
Assessor		Property Appraiser	1.00	FECHHELM	BELINDA
Assessor		Administrative Assistant II	1.00	PUGH	KEITH
Assessor Total			3.00		
Cemetery		Cemetery Caretaker Assistant	1.00	BRAUNSKY	WILLIAM
Cemetery		Cemetery Coordinator/Caretaker	1.00	BALTUS	MICHAEL
Cemetery Total			2.00		
Clerk		City Clerk	1.00	HALL	DEBORAH
Clerk		Deputy Clerk	1.00	PANZER	LORI
Clerk Total			2.00		
Finance		Accounting Clerk	0.50	OPPMAN	JOANN
Finance		Accounting Clerk	1.00	STREBE	KATHLEEN
Finance		Accountant	1.00	NICHOLS	CHRISTOPHER
Finance		Payroll Technician	1.00	MICHALIK	JANETTE
Finance		Accounting Technician	0.80	RINDFLEISCH	MARILYN
Finance		Payroll Technician	1.00	SCHOOLEY	ROBERT
Finance		Accounting Manager	1.00	VAN WYHE	AMY
Finance		Finance Director	1.00	STREY	KEITH
Finance Total			7.30		
Fire		Deputy Fire Chief	1.00	DEGRAND	CRAIG
Fire		Deputy Fire Chief	1.00	DOLENS	ROY
Fire		Deputy Fire Chief	1.00	ERICKSON	EDWIN
Fire		Deputy Fire Chief	1.00	OWEN	SCOTT
Fire		Deputy Fire Chief	1.00	CLEMENTS	JODY
Fire		Fire Chief	1.00	HAIGHT	ROBERT
Fire		Firefighter	1.00	BARTH	JEFFREY
Fire		Firefighter	1.00	BAUER	RODNEY
Fire		Firefighter	1.00	BREUER	BRAD
Fire		Firefighter	1.00	CHRISTOPHER	LANCE
Fire		Firefighter	1.00	ESKER	KELLY
Fire		Firefighter	1.00	TACKES	PAUL
Fire		Firefighter	1.00	LUCARELI	JON
Fire		Firefighter	1.00	MEYER	JAMES
Fire		Firefighter	1.00	MUELLER	EVERETT
Fire		Firefighter	1.00	VANDEN ELZEN	JOSEPH
Fire		Firefighter Paramedic	1.00	ALTMAN	JONATHAN
Fire		Firefighter Paramedic	1.00	BAKOS	STEVEN
Fire		Firefighter Paramedic	1.00	BARNES	BRIAN
Fire		Firefighter Paramedic	1.00	FLETTY	PETER
Fire		Firefighter Paramedic	1.00	FOTH	JASON
Fire		Firefighter Paramedic	1.00	FRYDENLUND	LUCAS
Fire		Firefighter Paramedic	1.00	GILBERTSON	BJORN
Fire		Firefighter Paramedic	1.00	GRIESBACH	BENJAMIN
Fire		Firefighter Paramedic	1.00	JONAS	ERIK
Fire		Firefighter Paramedic	1.00	KARNOWSKI	MATTHEW
Fire		Firefighter Paramedic	1.00	LANG	ERIC
Fire		Firefighter Paramedic	1.00	MCNAMARA	NATHANIEL
Fire		Firefighter Paramedic	1.00	PATTON	DAVID
Fire		Firefighter Paramedic	1.00	SADAUSKAS	JENI
Fire		Firefighter Paramedic	1.00	SCHAD	JASON
Fire		Firefighter Paramedic	1.00	MILLER	ZACHARY
Fire		Firefighter Paramedic	1.00	LUCHINI	ANTHONY

Department	Division	Position	FTE	Last Name	First Name
Fire		Firefighter Paramedic	1.00	WEILAND	TROY
Fire		Firefighter Paramedic	1.00	ANNEN	STEPHEN
Fire		Firefighter Paramedic	1.00	WINISTORFER	PETER
Fire		Administrative Assistant III	1.00	BERGER	SUZANNE
Fire Total			37.00		
Technology		Technology Analyst	1.00	WESTMAN	ERIK
Technology		Technology Analyst	1.00	SUTTON	MATTHEW
Technology		Technology Director	1.00	NG	ENG
Technology		Technology Technician	1.00	SCHROEDER	SHAWN
Information Technology Total			4.00		
Library		Adult Services Supervisor Lib	1.00	ADLER	MARY LOU
Library		Asst Dir./Tech. Svcs Supervisor	1.00	BAKER	KATHLEEN
Library		Childrens' Services Supervisor	1.00	ROPSON	KIM
Library		Library Assistant II	0.625	AUSTIN	JANE
Library		Library Assistant II	0.5	CERA	JILL
Library		Library Assistant II	1.00	SMITH	PENNY
Library		Library Custodian	1.00	FRUEHBRODT	WILLIAM
Library		Library Director	1.00	BELONGIA	LORI
Library		Library Specialist I	0.50	BAKER	DAVID
Library		Library Specialist I	1.00	SMITH	DEBORAH
Library		Library Specialist I	1.00	DERFUS	MARY
Library		Library Specialist I	1.00	HILL	SANDRA
Library		Library Specialist II	0.725	SLADE	CHELSEA
Library		Library Specialist III	0.50	KRUSE	NATALIE
Library		Library Specialist III	0.5	APFEL	STEVE
Library		Library Specialist III	1.00	DUER	AMANDA
Library		Library Specialst III	1.00	SCHULTZ	ROBERT
Library		Library Specialst III	1.00	STEELE	PATRICIA
Library		Library Systems Analyst	1.00	MADER	ROBERT
Library Total			16.350		
Mayor		Administrative Assistant III	0.50	KROGMAN	AMY
Mayor		Mayor	0.50	MEYER	CHRISTOPHER
Mayor Total			1.00		
Municipal Court		Municipal Court Clerk	0.75	CARLSON	SUSAN
Municipal Court Total			0.75		
Parks & Recreation		Classification II	1.00	DOLGNER	JEFFREY
Parks & Recreation		Classification II	1.00	ROGERS	DANIEL
Parks & Recreation		Classification II	1.00	WEINFURTNER	JEFFREY
Parks & Recreation		Classification III	1.00	ADAMSKI	CHARLES
Parks & Recreation		Parks & Recreation Director	1.00	CASPERSON	JUSTIN
Parks & Recreation		Parks & Recreation Maint Supv	1.00	STEINBACH	BENJAMIN
Parks & Recreation		Parks & Recreation Supv II	1.00	CASSIDY	KELLY
Parks & Recreation		Administrative Assistant II	1.00	BEAUCHAMP	AMY
Parks & Recreation		Zoo Keeper	1.00	BURNS	STEVEN
Parks & Recreation Total			9.00		
Development Services		Director of Planning/Econ Dev	1.00	ANGELL	JASON
Development Services		Planner/Zoning Administrator	1.00	MILLER	JOSHUA
Development Services		GIS Coordinator	1.00	BUEHLER	DAVID
Development Services		Zoning Administrator	1.00	SCHROEDER	SAMUEL
Development Services		Building Services Supervisor	1.00	POKORNY	RICHARD
Development Services		Electrical Inspector	1.00	KILTY	PATRICK
Development Services		Administrative Assistant II	1.00	UTHMEIER	CHERYL
Planning Total			7.00		
Police		Administrative Assistant III	1.00	LINDNER	PEGGY
Police		Custodian	1.00	TIBBETT	BRUCE
Police		Drug Officer	1.00	IVERSON	DEREK
Police		Drug Officer	1.00	SCHLEI	SCOTT
Police		Ordinance Enforcement Officer	1.00	LARSEN	ROBERT
Police		Ordinance Enforcement Officer	1.00	LEONARD	DANIEL
Police		PD Staff Services Supervisor	1.00	KROKSTROM	LORRIE

Department	Division	Position	FTE	Last Name	First Name
Police		Police Chief	1.00	GRAMZA	RICHARD
Police		Police Detective	1.00	FOEMMEL	JASON
Police		Police Detective	1.00	HAMILL	KEVIN
Police		Police Detective	1.00	NEINAST	ALLAN
Police		Police Detective	1.00	PARKS	JASON
Police		Police Lieutenant	1.00	LARSON	DARREN
Police		Police Lieutenant	1.00	ZEPS	PATRICK
Police		Police Officer	1.00	ABEL	LIBBY
Police		Police Officer	1.00	BEATHARD	ROBERT
Police		Police Officer	1.00	BEAUCHAMP	JARED
Police		Police Officer	1.00	BERG	CHRISTOPHER
Police		Police Officer	1.00	BORCHARDT	BLAKE
Police		Police Officer	1.00	BORNBACH	CALEB
Police		Police Officer	1.00	CHRISTIAN	CORY
Police		Police Officer	1.00	ENDRIES	TERRY
Police		Police Officer	1.00	FOX	SAMUEL
Police		Police Officer	1.00	GOODNESS	SARI
Police		Police Officer	1.00	GROSS	ROCHLEY
Police		Police Officer	1.00	GRUBER	TANNER
Police		Police Officer	1.00	HASZ	CHRISTOPHER
Police		Police Officer	1.00	KIZER	JAMIE
Police		Police Officer	1.00	KRAMER	LONDON
Police		Police Officer	1.00	LARSEN	JOSHUA
Police		Police Officer	1.00	LEU	JULIE
Police		Police Officer	1.00	MATTHEISEN	DAVID
Police		Police Officer	1.00	MEEK	STEVEN
Police		Police Officer	1.00	MITCHELL	ALEXANDER
Police		Police Officer	1.00	PUNKE	JASON
Police		Police Officer	1.00	SHERDEN	TRAVIS
Police		Police Officer	1.00	TOPNESS	MICHAEL
Police		Police Officer	1.00	WARGOWSKY	AARON
Police		Police Records Specialist	1.00	GAETZ	CINDY
Police		Police Records Specialist	1.00	KARL	DEBRA
Police		Police Records Specialist	1.00	STARGARDT	CHRIS
Police		Police School Liaison Officer	1.00	BERRES	MATTHEW
Police		Police School Liaison Officer	1.00	GIACOMINO	CHRISTINE
Police		Police Sergeant	1.00	ESSER	TRAVIS
Police		Police Sergeant	1.00	GEURINK	JODY
Police		Police Sergeant	1.00	KEFFER	DENNIS
Police		Police Sergeant	1.00	POESCHEL	DOMINIC
Police		Traffic Safety/Crime Prevention	1.00	SALACINSKI	DANIEL
Police Total			48.00		
Public Works	Administration	Public Works Director	1.00	KNOECK	DANIEL
Public Works	Administration	Administrative Assistant II	1.00	ANDERSON	MARY
Public Works	Facilities Management	Maintenance Technician II	1.00	MOLTER	JEFFREY
Public Works	Engineering	Assistant City Engineer	1.00	CASSIDY	TIMOTHY
Public Works	Engineering	City Engineer	1.00	TURCHI	THOMAS
Public Works	Engineering	Civil Engineer II	1.00	MAURITZ	JOSH
Public Works	Engineering	Engineering Technician	1.00	OLDHAM	LANCE
Public Works	Engineering	Engineering Technician	1.00	MILLER	SHAWN
Public Works	Engineering	Civil Enginner I	1.00	ULNESS	NATHAN
Public Works	Street Services	Administrative Assistant II	1.00	WARP	JEAN
Public Works	Street Services	Asst Street Superintendent	1.00	BORNBACH	KURT
Public Works	Street Services	Asst Street Superintendent	1.00	HAWLEY	KRISTOFER
Public Works	Street Services	Classification II	1.00	BINDER	JOEL
Public Works	Street Services	Classification II	1.00	GUENSBURG	WILL
Public Works	Street Services	Classification II	1.00	KIEFFER	GREGORY
Public Works	Street Services	Classification II	1.00	SMITH	MELVIN
Public Works	Street Services	Classification II	1.00	GABEL	BRIAN
Public Works	Street Services	Classification II	1.00	JOHNSON	JOSH

Department	Division	Position	FTE	Last Name	First Name
Public Works	Street Services	Classification II	1.00	KOZIK	KYLE
Public Works	Street Services	Classification II	1.00	LINZMEIER	BRYAN
Public Works	Street Services	Classification II	1.00	NIEHAUS	PATRICK
Public Works	Street Services	Classification II	1.00	SCHMIDT	PHILIP
Public Works	Street Services	Classification II	1.00	CHRISTIANSEN	CHRISTOPHER
Public Works	Street Services	Classification III	1.00	BABCOCK	MARK
Public Works	Street Services	Classification III	1.00	LANGFELDT	TIMOTHY
Public Works	Street Services	Classification III	1.00	MCCLUNG	BRIAN
Public Works	Street Services	Classification III	1.00	NEEDHAM	PAUL
Public Works	Street Services	Classification III	1.00	RASMUSSEN	TIMOTHY
Public Works	Street Services	Classification III	1.00	SONNEMANN	LESTER
Public Works	Street Services	Classification III	1.00	TRUDEAU	MICHAEL
Public Works	Street Services	Classification IV	1.00	BECKER	JEFFREY
Public Works	Street Services	Classification IV	1.00	CHURKEY	MATTHEW
Public Works	Street Services	Classification IV	1.00	ESSER	JEROLD
Public Works	Street Services	Classification IV	1.00	NIKOLAI	HUGH
Public Works	Street Services	Classification IV	1.00	SCHERR	MICHAEL
Public Works	Street Services	Classification IV	1.00	SCHROEDER	WILLIAM
Public Works	Street Services	Classification IV	1.00	WENDELL	ERIC
Public Works	Street Services	Mechanic	1.00	BRUHN	TODD
Public Works	Street Services	Mechanic	1.00	WANTA	DUANE
Public Works	Street Services	Street Superintendent	1.00	WINCH	MICHAEL
Public Works	Wastewater	Asst Wastewater Superintendent	1.00	KIVELA	MARK
Public Works	Wastewater	Plumbing Insp/Asst Bldg Insp	1.00	OTT	THOMAS
Public Works	Wastewater	Administrative Assistant II	0.50	COY	JEAN
Public Works	Wastewater	Wastewater Operator - Level 4	1.00	CHRISTENSEN	TERRY
Public Works	Wastewater	Wastewater Operator	1.00	VACANT	
Public Works	Wastewater	Wastewater Operator	1.00	KUHLKA	LOUIS
Public Works	Wastewater	Wastewater Operator - Level 4	1.00	OTT	ANDREW
Public Works	Wastewater	Wastewater Operator	1.00	CHARRON	JACOB
Public Works	Wastewater	Wastewater Operator	1.00	GOHAM	JOEL
Public Works	Wastewater	Wastewater Operator	1.00	FISCHER	BRANDON
Public Works	Wastewater	Wastewater Operator	1.00	NOSBISCH	MITCHELL
Public Works	Wastewater	Wastewater Superintendent	1.00	WARP	SAMUEL
Public Works Total			51.50		
Grand Total			191.400		

TREASURY REPORT
January 2016

	January	December
GENERAL CITY		
PREVIOUS BANK BALANCES (CASH):		
Bonds -----	6,510.00	
Citizens State Bank -----	2,833,654.77	
TOTAL PREVIOUS CASH BALANCE:	\$2,840,164.77	\$241,187.58
RECEIPTS:		
Citizens State Bank -----	3,980,849.91	
Citizens State Bank Interest -----	2,254.90	
L-T Investment Interest Recv -----		
Tax collection -----	12,390,203.91	
TOTAL CASH RECEIPTS:	\$16,373,308.72	\$11,425,575.97
DISBURSEMENTS:		
Citizens State Bank -----	15,484,628.88	
TOTAL CASH DISBURSEMENTS:	\$15,484,628.88	\$8,826,598.78
GENERAL CITY BOOK BALANCE (CASH):	(Previous Balance + Receipt - Disbrsmnts.)	
	\$3,728,844.61	\$2,840,164.77
GENERAL CITY INVESTMENTS:		
Securities Investments (Long Term) -----	3,000,000.00	
Securities Investments (Short Term) -----	0.00	
SIST Int rate/earnings: 0.00% -----	0.00	
Local Government Investment Pool (LGIP) -----	16,110,686.56	
LGIP Int rate/earnings: 0.33% -----	3,942.85	
	\$19,114,629.41	\$15,669,871.24
TOTAL GENERAL CITY CASH & INVESTMENTS:	\$22,843,474.02	\$18,510,036.01
MARSHFIELD UTILITIES		
Citizens Bank Previous Bal. -----	2,471,118.04	
Citizens Bank Utility Receipts -----	4,179,608.15	
Citizens Bank Utility Disburs. -----	4,138,164.50	
MU BOOK BALANCE:	\$2,512,561.69	\$2,471,118.04
MU INVESTMENTS:	\$20,574,089.91	\$20,331,392.57
TOTAL MU CASH & INVESTMENTS:	\$23,086,651.60	\$22,802,510.61
TOTAL BOOK BALANCE (CASH):	(Marshfield Utilities Balance + General Balance)	
	\$6,241,406.30	\$5,311,282.81
RECAPITULATION BANK REPORT		
Bonds -----	6,510.00	
Citizens Bank Mfhd Utilities -----	2,699,130.84	
Citizens Bank General City -----	2,027,882.62	
TOTAL BANK BALANCE:	4,733,523.46	
(OUTSTANDING CHECKS)	(1,507,882.84)	
TOTAL BANK BALANCE (CASH):	\$6,241,406.30	\$5,311,282.81
CASH ON HAND :	\$100.00	\$100.00
TOTAL INVESTMENTS:	\$39,688,719.32	\$36,001,263.81
TOTAL CASH & INVESTMENTS:	\$45,930,125.62	\$41,312,546.62

Submitted by: 
Amy VanWylle
Accounting Manager



City of Marshfield Memorandum

Date: February 16, 2016
To: Finance, Budget and Personnel Committee
From: Jen Rachu, Human Resources Manager/Assistant to the City Administrator
RE: July 1, 2016 Compensation Non-Represented Compensation Plan

BACKGROUND

The non-represented employees (excluding Library personnel) compensation program is defined in City Personnel Policy No. 3.800. The City of Marshfield Non-Represented Compensation Plan was first implemented in October 2013 at which time a salary survey was completed to determine the market value of jobs and job groups. The compensation plan establishes a pay range, minimum, control point (market rate), and maximum for each job group.

It is the policy of the City to compensate its non-represented employees fairly to attract and retain highly motivated, productive employees.

ANALYSIS

Payroll Resolution No. 2016-01 will adjust the compensation for the non-represented employees at the control point to maximum by 2.5% on July 1, 2016, as approved by the Common Council during the 2016 Budget Review Process. Employees above the maximum will per Policy No. 3.800, receive half of any annual adjustments which for July 1, 2016 would be 1.25%.

New salary amounts for the non-represented employees effective July 1, 2016 have been determined based on the pay ranges noted in Payroll Resolution 2016-01. If additional detail is needed regarding this information, it can be provided upon request.

This is not a request for additional funding, as this percentage was approved with the 2016 budget. Staff expenditures will remain within the 2016 budget requests. The Proposed Payroll Resolution No. 2016-01 is attached.

RECOMMENDATION

I recommend that you approve Payroll Resolution No. 2016-01 providing for a 2.5% compensation plan increase on July 1, 2016 and the subsequent salary adjustments for non-represented employees.

Attachments

Concurrence:



Steve Barg, City Administrator

RESOLUTION NO. 2016-01
PAYROLL RESOLUTION

WHEREAS, on May 28, 2013, the Common Council of the City of Marshfield adopted a Position Classification and Pay Plan for all non-represented positions in the City's employ, except for positions under the governance of the Marshfield Library Board; and

WHEREAS, the Common Council's action, in adopting the pay plan effective October 27, 2013, was based upon a classification/compensation study conducted by the firm of Carlson Dettmann; and

WHEREAS, Personnel Policy 3.800 directs the Human Resources Manager and City Administrator to maintain the integrity of the salary plan by adjusting the ranges according to economic trends; and

WHEREAS, Personnel Policy 3.800 provides that when salary ranges are adjusted to maintain economic parity for employees who have attained or surpassed the midpoint value, their position in the range will be maintained;

NOW, THEREFORE, BE IT RESOLVED by the Common Council that the salary structure for Non-Represented Position Classifications of the City of Marshfield be adjusted by 2.5% to be effective July 1, 2016.

ADOPTED: _____
Chris L. Meyer, Mayor

APPROVED: _____
Deb M. Hall, City Clerk

CITY OF MARSHFIELD COMPENSATION SCALE EFFECTIVE JULY 1, 2016

Job Title	Department	Grade	One year apart					Two years apart			
			Control Point					Maximum			
			92.5% Step 1	95.0% Step 2	97.5% Step 3	100.0% Step 4	102.5% Step 5	105.0% Step 6	107.5% Step 7	110.0% Step 8	112.5% Step 9
Accountant Property Appraiser Wastewater Operator-Level 4 Certification Zoning Administrator	Finance Assessor Wastewater Utility Planning	H	\$22.65	\$23.27	\$23.87	\$24.48	\$25.09	\$25.71	\$26.32	\$26.94	\$27.54
Accounting Technician Payroll Technician Engineering Technician Mechanic Technology Technician Maintenance Technician II Wastewater Operator Zoo Keeper	Finance Finance Engineering Public Works/Parks and Rec. Technology Building Services Wastewater Utility Park and Recreation	G	\$21.01	\$21.59	\$22.15	\$22.72	\$23.29	\$23.85	\$24.42	\$24.99	\$25.55
Ordinance Enforcement Officer Streets/Parks and Rec Classification Four	Police Streets/Park & Rec	F	\$19.64	\$20.17	\$20.71	\$21.24	\$21.77	\$22.29	\$22.84	\$23.36	\$23.89
Administrative Assistant III Deputy Clerk Streets/Parks & Rec Classification Three Administrative Assistant III Administrative Assistant III	Mayor/City Administrator Clerk Streets/Park & Rec Fire Police	E	\$18.27	\$18.77	\$19.26	\$19.75	\$20.24	\$20.75	\$21.24	\$21.73	\$22.22
Accounting Clerk Administrative Assistant II Municipal Court Clerk	Finance Streets Division Municipal Court	D	\$17.09	\$17.55	\$18.01	\$18.48	\$18.93	\$19.39	\$19.86	\$20.32	\$20.79

CITY OF MARSHFIELD COMPENSATION SCALE EFFECTIVE JULY 1, 2016

Job Title	Department	Grade	One year apart					Two years apart			
			92.5%	95.0%	97.5%	100.0%	102.5%	105.0%	107.5%	110.0%	112.5%
			Step 1	Step 2	Step 3	Control Point Step 4	Step 5	Step 6	Step 7	Step 8	Maximum Step 9
Police Records Specialist	Police										
Streets/Parks & Rec Classification Two	Streets/Parks & Rec										
Administrative Assistant II	Assessor										
Administrative Assistant II	Building Services										
Administrative Assistant II	Parks & Recreation										
Administrative Assistant II	Public Works										
Administrative Assistant II	Wastewater										
Administrative Assistant I		C	\$15.89	\$16.33	\$16.75	\$17.18	\$17.61	\$18.04	\$18.48	\$18.90	\$19.32
Custodian	Police										
Cemetery Caretaker Assistant	Cemetery										
Streets/Parks & Rec Classification One	Streets/Park & Rec	B	\$14.85	\$15.27	\$15.67	\$16.06	\$16.47	\$16.86	\$17.27	\$17.67	\$18.07
<i>vacant grade</i>		A	\$13.82	\$14.20	\$14.57	\$14.94	\$15.32	\$15.69	\$16.06	\$16.44	\$16.81

Streets/Parks & Rec Classification One

No CDL and minimal related experience

Streets/Parks and Rec Classification Two

Parks Technician I, Laborer, Truck Operator, Skid Steer Operator, Stock Room Helper, and Sweeper

Streets/Parks and Rec Classification Three

Parks Technician II, Tile Layer, Sign Person, Mini Excavator, Equipment Technician, Concrete Helper, Front End Loader, Bulldozer Operator, Grade Person

Streets/Parks & Rec Classification Four

Parks Technician III, Concrete Specialist, Ariel Truck Operator, Loader/Backhoe, Motor Grader, Rubber Tired Excavator, Tracked Excavator, Stock Clerk

Acting Street Supervisor is pay grade H: Effective May 1, 2014

Zookeeper Assistant I: Employees will receive an additional \$1.20 per hour if currently classified as Class I and assigned to perform Zookeeper Assistant I work, \$.90 per hour if currently classified in a

CITY OF MARSHFIELD COMPENSATION SCALE EFFECTIVE JULY 1, 2016

Job Title	Department	Grade	One year apart					Two years apart			
			92.5%	95.0%	97.5%	100.0%	102.5%	105.0%	107.5%	110.0%	112.5%
			Step 1	Step 2	Step 3	Control Point Step 4	Step 5	Step 6	Step 7	Step 8	Maximum Step 9

Class II and assigned to perform Zookeeper Assistant I work, and \$.60 per hour if currently classified as Class III and assigned to perform Zookeeper Assistant I work.

Classification II - Night Shift Sweeper Night Shift Differential: Effective October 27, 2013 - \$.15 per hour. Effective July 1, 2014 - \$.25 per hour.

Longevity is frozen as of 12/31/11 for Street, Parks and Recreation and Clerical/Technical Groups. Ordinance Enforcement Officer and Wastewater Group is frozen as of 12/31/13. Employees earning longevity prior to the dates listed above for their respective group will have their longevity frozen as of the dates listed above. Employees hired both before (and not yet eligible for longevity) and after the frozen dates for their respective group are not eligible for longevity. Frozen longevity is paid in addition to their base wage as follows:

- 5 to 10 years of service \$.07 per hour
- 10-15 years of service \$.13 per hour
- 15-20 years of service \$.19 per hour
- 20-25 years of service \$.26 per hour (OEO Group is \$.25)
- 25 or more years of service is \$.32 per hour

Municipal Court Judge Payroll Resolution No. 2014-69: Municipal Court Judge compensation to follow non-represented range adjustments as they occur (typically on July 1 of a given year).



City of Marshfield Memorandum

Date: February 16, 2016
 To: Finance, Budget and Personnel Committee
 From: Jen Rachu, Human Resources Manager/Assistant to the City Administrator
 RE: 2016 Seasonal Pay Rate effective 01/01/2016

BACKGROUND

Seasonal/Casual employees are compensated on a schedule separate from the non-represented workforce based upon the nature of their work. The compensation rates for Seasonal/Casual employees reviewed annually and adjusted based on workforce needs. Several of the seasonal/casual wage rates were adjusted and/or reclassified in January 2014.

In review of the current seasonal positions hired by City of Marshfield, a request was made by the Parks and Recreation Supervisor, Ben Steinbach, and Director of Parks and Recreation, Justin Casperson regarding the current rates of pay for zoo employees.

The City of Marshfield typically employs 1 Zoo Intern, 2 Zoo Attendants, and 1 Zookeeper Assistant. These positions work varied hours throughout the course of the year based on need.

ANALYSIS

In review of the Zoo Intern and Zoo Attendant positions, the last increase in pay for these positions occurred on July 24, 2009. Payroll Resolution No. 2016-05 will adjust the compensation scale for these positions in Steps A-D on the following schedule:

ZOO OPERATIONS	0-480 hrs.	481-960 hrs.	961-1441 hrs.	1442 + hrs.	
Zoo Intern (1)	7.75 \$8.00	8.25 \$8.50	8.5 \$ 8.75	9.00 \$9.25	**
Zoo Attendant (2-3)	7.5 \$7.75	7.75 \$8.00	8 \$8.25	8.25 \$8.50	**

**Park/Street Operations rates increase by \$.30 each year for no more than a \$1.50 increase.

The Zookeeper Assistant position was implemented in 2013. This position has not had a pay scale increase since that time.

ZOO OPERATIONS	0-480 hrs.	481-960 hrs.	961-1441 hrs.	1442 + hrs.	
Zookeeper Assistant (1)	8.55 \$8.75	9 \$9.25	9.5 \$9.75	10 \$10.25	**

Payroll Resolution No. 2016-05 establishes new salary ranges for each position noted above, effective January 1, 2016.

RESOLUTION NO. 2016-05
PAYROLL RESOLUTION

WHEREAS, the City of Marshfield offers a wide variety of recreational programs and services in the community on a year-long basis; and

WHEREAS, it is necessary to attract qualified employees to ensure that these programs and services can be offered; and

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Marshfield that the attached pay plan be adopted effective January 1, 2016 as specifically designated.

ADOPTED: _____
Chris L. Meyer, Mayor

APPROVED: _____
Deb M. Hall, City Clerk

While this will be an increase in wages, all staff expenditures will remain within the 2016 budget parameters. The proposed Payroll Resolution No. 2016-05 is attached.

RECOMMENDATION

I recommend that you approve Payroll Resolutions No. 2016-05 providing for an increase to the aforementioned positions effective January 1, 2016 and the proposed language adjustments.

Attachment



Concurrence:

Steve Barg, City Administrator

**Marshfield Seasonal/Casual
Payroll Resolution No. 2016-05 Detail
Rates Effective 1/1/16**

	STEP A	STEP B	STEP C	STEP D	STEP E
LEVEL I	\$7.40	\$7.65	\$7.90	\$8.15	*
Ice Rink Supervisor from Level II to Level I					
Pool Attendant/Cashier					
Scorekeeper from Level II to Level I					
Special Event Assistant					
LEVEL II	\$7.75	\$8.00	\$8.25	\$8.50	*
Facility Supervisor from Level III to Level II					
Youth Baseball Coach from Level III to Level II					
Program Instructor					
LEVEL III	\$8.25	\$8.50	\$8.75	\$9.00	*
Lifeguard					
LEVEL IV	\$8.75	\$9.25	\$9.75	\$10.25	*
Program Director					
LEVEL V	\$10.00	\$10.50	\$11.00	\$11.50	*
Pool Manager from Level IV to Level V					
Early Bird Lap Swim Guard					
Program Coordinator					
LEVEL VI	\$11.00	\$12.00	\$13.00	\$13.50	***
Recreation Program Supervisor					
ADULT OFFICIALS					
Adult Basketball Scorekeeper 1 hour gm.	\$7.25	\$7.75	\$8.25	\$8.75	
Adult Basketball Supervisor 1 hour gm.	\$8.00	\$8.50	\$9.00	\$9.50	*
Adult Volleyball (1/ma) 45 min match	\$10.00	\$10.50	\$11.50	\$12.50	*
YOUTH OFFICIALS					
Baseball (1/gm)	\$8.00	\$8.50	\$9.00	\$9.50	***
Soccer Referee					
Non-Certified	\$8.00	\$8.50	\$9.00	\$9.50	
Certified	\$10.00	\$10.50	\$11.00	\$11.50	
PARKS AND RECREATION OFFICE OPERATIONS					
Parks and Recreation Casual Temp I	\$8.25	\$8.50	\$8.75	\$9.00	\$10.00
ZOO OPERATIONS	0-480 hrs.	481-960 hrs.	961-1441 hrs.	1442 + hrs.	
Zoo Intern	7.75 \$8.00	8.25 \$8.50	8.5 \$8.75	9.00 \$9.25	**
Zoo Attendant	7.5 \$7.75	7.75 \$8.00	8 \$8.25	8.25 \$8.50	**
Zoo Attendant Weekend	\$7.75	\$8.00	\$8.50	\$8.75	
Zookeeper Assistant	8.55 \$8.75	9 \$9.25	9.5 \$9.75	10 \$10.25	**
Zoo Education Coordinator	\$12.50-\$15.00				
PARK/STREET OPERATIONS	0-480 hrs.	481-960 hrs.	961-1441 hrs.	1442 + hrs.	
Seasonal Parks Maintenance	\$8.50	\$9.00	\$9.50	\$10.00	**
Seasonal Street Maintenance					
Facility Maintenance					
Seasonal CDL Street Maintenance	\$12.50-\$15.00				
CEMETERY OPERATIONS					
Cemetery Laborer	\$7.43 - \$10.00				*
INTERNS	1st Summer	2nd Summer	3rd Summer		
Engineering Intern Level I (H.S.Student)	\$9.18	\$10.20	\$11.22		

**Marshfield Seasonal/Casual
Payroll Resolution No. 2016-05 Detail
Rates Effective 1/1/16**

Engineering/WW Intern Level II (Engineering Student - College)	\$11.22	\$12.24	\$13.26		
Engineering Intern Level III (Civil Engineering Student)	\$13.26	\$14.28	\$15.30		
Technology Interns	\$9.00 - \$16.00				
Scanner	\$8.00 - \$11.00				
POLICE DEPARTMENT	1st Step	1040 hrs	2080 hrs		
Park Patrol	\$8.72	\$9.81	\$10.06		
Transport Coordinator	\$15.00				
Transport Officers	\$12.00-\$15.00				
Parking Enforcement I	\$8.00-\$9.25				
	1-4 years	5 + years			
Crossing Guards	\$10.82	\$11.22			
OFFICE OPERATIONS	(1st Step)	1040 hrs	2080 hrs		
Casual Temporary Clerical I	\$9.36	\$10.40	\$10.92		
Casual Temporary Clerical II	\$10.72	\$11.79	\$12.86		
ELECTION WORKERS					
Election Inspector	\$8.50				
Voter Registration Deputy	\$9.00				
Chief Election Inspector	\$18.19				
*Level I, II, III, Adult Official's and Cemetery laborer rates rates increase by \$.25 each year for no more than a \$1.00 increase.					
**Park/Street Operations rates increase by \$.30 each year for no more than a \$1.50 increase.					
***Level V, VI, and Youth Official's rates increase by \$.50 each year for no more than a \$2.00 increase.					
Home/ad/resolutions/2015 Seasonal and Casual Resolution					



City of Marshfield Memorandum

DATE: February 16, 2016
TO: Finance, Budget and Personnel Committee
FROM: Jen Rachu, Human Resources Manager/Assistant to the City Administrator
RE: Personnel Policy No. 3.800, Compensation Plan Administration

BACKGROUND

Personnel Policy No. 3.800, Compensation Plan Administration was last revised in September 2014. The policy allows for annual increases employees on July 1st of each year if the compensation range is increased. For newly hired employees, the current policy language allows a new employee to receive a pay increase on July 1st of the year following six months of employment.

In addition, the policy includes guidance for various employment circumstances such as internal promotions, newly created positions, etc., but does not provide guidance on demotions or a decrease in a current pay range.

ANALYSIS

Based upon the current policy language, a newly hired employee of City may not be eligible for increase for up to 18 months. For example, an employee hired on April 1, 2016 would not be eligible for an increase until July 1, 2017.

The proposed policy change will enable the City to provide a wage increase consistent with the current year's compensation scale following 6 months of employment in the position. This would not be a step increase but instead a movement to rate of the current year's compensation scale. This change allows for a higher level of equity among employees working in the same position. In the example noted above, an employee hired on April 1, 2016 would be eligible for the wage scale increase on October 1, 2016 vs. July 1, 2017.

Proposed language has also been added to the current policy for demotions or decrease in a current pay grade. This language provides options for consistently handling the employee's rate of pay at the time of a demotion or decrease in paygrade.

Attached is a copy of the proposed revisions and track changes to Personnel Policy No. 3.800, Compensation Plan Administration which incorporates the change in language regarding eligibility for increases and internal demotions/decreases in pay grade.

RECOMMENDATION

I recommend that the Finance, Budget and Personnel Council approve revised Personnel Policy No. 3.800, Compensation Plan Administration.

Attachments

Concurrence: 
Steve Barg, City Administrator



**CITY OF MARSHFIELD, WISCONSIN
POLICIES AND PROCEDURES**

- | | |
|-------------------|-------------------------|
| 1. COMMON COUNCIL | 4. FINANCIAL |
| 2. ADMINISTRATIVE | 5. PUBLIC WORKS |
| 3. PERSONNEL | 6. PARKS AND RECREATION |

CHAPTER: Compensation

SUBJECT: Compensation Plan Administration

POLICY NUMBER: 3.800

PAGES: 7

EFFECTIVE DATE: February 8, 1994

REVISION DATE: September 9, 2014

PERMANENT DELETION DATE:

APPROVED BY:

Special Notes: This policy/procedure manual does not in any way constitute an employment contract and the City of Marshfield reserves the right to amend this manual at any time subject only to approval by the Common Council.

BACKGROUND:

The City of Marshfield conducted a comprehensive compensation study which included both internal and external analysis of positions and resulted in a formal classification system and salary structure for all non-represented positions (excluding Library personnel) in March 2012 and incorporated on May 28, 2013. A point factor evaluation system was used to determine where a position is classified on the non-represented pay schedule.

The study was completed in the following steps: project orientation, job analysis and evaluation, market analysis, base pay plan design, and interaction with City leadership. Employee communication and participation were accomplished in the project through employee preparation of detailed job description questionnaires (JDQ), department head review of the questionnaires and follow up questions posed to department heads as needed.

Project orientation was accomplished by (1) conducting strategic meetings with City administration leaders to refine the purpose and goals of the study, (2) group meetings with all affected employees to explain the study and how to fill out the Job Description Questionnaire (JDQ), and (3) gathering documentation on the City's current classification and compensation plan and practices.

The Job Evaluation System defines five key job-related factors that were objectively measured by the Compensation Consultant. The five key factors are: Formal Preparation and Experience, Decision Making (Impact), Thinking Challenges and Problem Solving, Interactions and Communication, and Work Environment. Each factor includes definitions of various levels that can be applied to job content to determine an appropriate "score" on that factor. The evaluation factors and the defined levels for each factor correspond to sections of the JDQ, so the evaluation is verifiable in the sense that one could actually observe work being performed that corresponds to the written description. The validity of the rating system is achieved through use of the proper job evaluation factors as well as the consistent application of the system.

The integrity of the salary structure is maintained by adjusting the ranges according to economic trends. The need for range adjustments will be assessed annually by the Human Resources Manager and City Administrator. The City will conduct a salary survey on benchmark positions through an independent consultant approximately every five years. When adjustments are necessary, recommendations will be made through the Finance, Budget and Personnel Committee to the Common Council. If there are budget constraints the City will prioritize budgeting as 1) steps to the control point, 2) merit compensation, 3) annual wage adjustments, and 4) steps above the control point.

Administration of the Pay Plan:

POLICY:

The City of Marshfield considers its staff to be key assets. The salary and benefits program provided to the non-represented employees of the City is intended to attract, retain, and motivate highly qualified, enthusiastic, productive, and committed employees. The program is designed to assist the City in providing high quality services to the public. This objective is attained by providing compensation based on internal equity and external competitiveness within the City's fiscal capabilities and awarding employees based on performance on the job.

The objectives of the City of Marshfield's compensation program are to:

- Attract and retain highly qualified, enthusiastic, productive, and committed employees;
- Maintain and motivate and reward employees to help the City achieve its short- and long-term goals;
- Communicate expectations regarding different rates of pay;

- Maintain appropriate controls for payroll costs;
- Recognize the internal worth of jobs and pay accordingly;
- Meet competitive pay levels within chosen market and within our available resources; and
- Ensure consistent administration and application of pay policies.
- Ensure that pay plan administration decisions are not based upon or influenced by an employee's sex, race, color, age, religion, or any other legally protected personal characteristic.

PROCEDURES:

1. New Employees will be placed at a salary within the pay grade established for their specific position classification. Most entry-level employees will be placed at the minimum value of the range.

A salary above the minimum but below the control point may be granted in consideration of skills and experience. Newly appointed employees may be placed above the midpoint value of their respective range only upon the approval of the Finance, Budget, and Personnel Committee.

2. Progression to Control Point: The classification and pay study defined the control point value of each range. The control point of the respective pay range represents the estimated market value of the job, i.e. the estimated economic value that other employers with whom the city competes for employees place on the same or similar job. Pay adjustments for non-represented employees below the control point are based on:

- a) Salary ranges adjusted to maintain economic parity. When ranges are adjusted an employee's position in the range will be maintained.
- b) Employees whose wage is below the control point of the range will move through the steps below the control point of the range annually. After six months in the current position, employees are eligible for a step increase on the July 1st following their six month anniversary. Employees will be hired into the current year's compensation scale time of hire or promotion. Employees may be eligible for the annual increase following six (6) months of employment if the annual wage scale has been increased and the employee is meeting performance expectations.

For example: If an employee is hired on April 1st and the compensation scale is adjusted on July 1st, the employee would receive the compensation scale increase for their current step following 6 months of employment, October 1st.

- c) Movement from one step to the next is contingent upon the employee receiving a satisfactory performance appraisal in the preceding performance review period.

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- d) Progression to control point is not subject to annual approval by the Common Council.
3. Progression to Maximum: The classification and pay study defined the maximum as 112.5% of the range. Pay adjustments for non-represented employees at or above control point are based on:
- a) Salary ranges adjusted to maintain economic parity. When ranges are adjusted an employee's position in the range will be maintained;
 - b) **and** on the basis of satisfactory performance, as documented in a written performance appraisal, based upon cost parameters developed annually by the City Administrator and approved by the Common Council through the Finance, Budget, and Personnel Committee. Employees would step annually from control point to step seven and bi-annually for step eight and nine.
4. Merit Performance Recognition: Pay adjustments for merit are on the basis of an employee exceeding the performance standard, as documented in a written performance appraisal. The purpose of the merit plan is to provide an incentive that is related to performance. It is an extension of both the pay plan and appraisal system. Non-represented employees are eligible for "one-time" merit payments of \$250, \$500 or \$1,000 (non-base building) regardless of the step that they are at.
- a) Who is covered? All non-represented employees on the non-represented compensation plan are eligible for merit consideration. Seasonal employees are not eligible.
 - b) What is covered? Performance during the current review period only is covered. The performance must be while in the employ of City of Marshfield and the individual must be an employee at the time of recommendation to qualify for the program. Accomplishments recognized may include any work done by an employee that is directed, authorized or sanctioned by the employee's supervisor or department. Employees cannot be rewarded twice for the same merit consideration. Merit will be considered based upon:
 - An employee provides exceptional service to internal/external customers that make them more effective and/or efficient. Example: Stream lined process.
 - Through the employee's initiative, developed a new work method or way of doing business/operations which had a major impact on his or her department.
 - Extraordinary effort during times of critical department need (e.g. meeting critical deadline that could otherwise have an adverse impact on critical

operations or major project (this is not for employees that are compensated for additional duties).

- Significant cost savings or cost avoidance realized beyond normally expected or established standards.
- Something that furthers public/private cooperation or partnerships with MACCI, Marshfield School District, Marshfield Utilities, Marshfield Public Library, Community Development Authority, Marshfield Main Street, University of Wisconsin – Marshfield, etc.
- Contribution on major or special projects that clearly and significantly impact the accomplishment of important and critical business operational goals, deliverables and/or time line or other merit worthy considerations that are over and above regular work duties.

- c) How does the selection process work? Employee's overall performance review has to be a satisfactory review. An employee, coworker or their supervisor may complete the Recommendation for Merit Performance Recognition Form. The employee's supervisor and department head will sign the form showing that it was received by them and detail any concerns or comments below their signature area. The signed form should be sent to the Human Resources Manager. The Mayor, City Administrator, Common Council President or their designee, Chair of the Finance Budget and Personnel Committee or their designee, and Human Resources Manager will review all merit recommendations and make a decision to approve or not approve the merit request. The Human Resources Manager will notify the appropriate Department/Division Head of the decision made by the Review Committee. Merit requests for the positions of City Administrator and Human Resources Manager will be reviewed for approval or non-approval separately by the Mayor, Common Council President or their designee, and Chair of the Finance Budget and Personnel Committee or their designee. If the merit request is denied, an employee may appeal to the Finance, Budget and Personnel Committee for final decision.
- d) What will finalists receive? Employees who are approved for merit will receive a commendation letter from the Mayor of Marshfield with a copy to their personnel file and one-time (non-base building) merit compensation of \$250, \$500 or \$1,000.
- e) Funding: If more employees qualify than there is funding for the Human Resources Manager will ask the Finance, Budget and Personnel Committee for consideration of contingency funds, departmental budget funds, and/or additional vacation hours in lieu of dollars. If contingency funds, departmental budget funds, or additional vacation hours are not approved then the City Administrator and Human Resources Manager will prioritize

merit recipients with the top recipients' only receiving merit.

The City of Marshfield reserves the right to modify any portion or all of the program on an annual basis as determined by the needs of the City and cost of the program.

5. Employees Above the Maximum: Employees above the maximum of the salary range are available for merit compensation if earned. Additionally, employees above the maximum will receive half of any annual adjustments made to the range. Example: If the range is adjusted by two percent a year, employees above the maximum would be eligible for a one percent one-time payment (non-base building) assuming a successful performance appraisal.
6. Internal Promotions: An employee promoted to a position in the non-represented pay plan will be brought to the minimum of that range on the date of promotion. At the discretion of management recommendation of Administration and final approval by the Common Council:
 - a) The employee may be placed at a salary within the pay grade established for their specific position classification per Paragraph 1;
 - b) or upon documentation of satisfactory performance in the new position, the employee may progress to midpoint of the new range;
 - c) or be placed at midpoint of the new range upon successful completion of the probationary period. This discretion is based on an assessment of the skills and experience required for the position and those possessed by the employee prior to promotion.

7.7. Internal Demotions: An employee who is affected by a decrease in paygrade due to re-evaluation of the position or demotes to a position in a lower pay grade, at the recommendation of Administration and final approval by the Common Council

- a. The employee's current rate of pay will be redlined until the employee's wage scale exceeds the employee's current rate of pay; or
- b. The employee's rate of pay will decrease to the appropriate step in the wage scale of the new position.

8. Temporary Assignment (Acting Duties): Upon the vacancy of an executive, administrative, or professional position or an extended leave of absence of such employee, the Human Resources Manager will confer with appropriate departmental personnel to determine who, if anyone will assume the additional duties and responsibilities. In the event an employee assumes additional work duties and responsibilities resulting from the vacancy or extended leave of absence for one full day or greater, he/she shall be temporarily reclassified to the supervisor's salary grade. Accordingly, he/she will assume the title of "acting (position title)" during this period of time. Temporary reclassifications are effective only upon recommendation of the City Administrator and approval of the

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Common Council.

An employee temporarily reclassified to a higher salary grade based on the circumstances described above will be compensated at the rate of pay corresponding to the minimum of the respective higher pay grade; or five percent above their current salary whichever is greater.

At the time the temporary assumption of additional work duties and responsibilities ceases, the employee will revert to the salary grade and step held at the time of the temporary reclassification occurred.

8. Out of Class Compensation: Employees in the Street Division and Parks and Recreation Department (Park employees) who work out of class will receive compensation according to the pay grade they are performing work when performing a higher level or more skilled level of work. The work performed in each classification is summarized on the non-represented compensation plan (detail). When working out of class an employee would be placed at the same step but in the appropriate pay grade for the time worked.
9. Classification Process of New Positions and Current Positions: The City will retain a compensation firm to classify newly approved positions and positions where a significant change is made in the duties and responsibilities of a position to the extent that the level of decision-making in the position is appreciably changed. A department/division head may request that the classification of the position be reviewed. A Job Description Questionnaire should be completed by the employee with department/division head review and concurrence prior to forwarding the questionnaire to the Human Resources Manager. The Human Resources Manager will review the questionnaire and coordinate the classification process with a compensation consultant if appropriate. The Human Resources Manager will bring recommendations from the compensation consultant to the City Administrator and Finance, Budget and Personnel Committee for their review and approval.
10. Appeal Process of Merit and Classification: If merit or a classification request is denied, an employee may appeal to the Finance, Budget and Personnel Committee for final decision.



CITY OF MARSHFIELD

MEMORANDUM

TO: FINANCE, BUDGET AND PERSONNEL COMMITTEE & COMMON COUNCIL
FROM: KEITH R. STREY, FINANCE DIRECTOR
SUBJECT: RESOLUTION 2016-13 12/31/2015 COMMITTED FUND BALANCES
DATE: 2/12/2016

BACKGROUND

As a result of Governmental Accounting Standards Board (GASB) 54 requirements, the City of Marshfield recently updated Fund Balance Policy 4.310 and Policy 4.370 Continuing Appropriations & Budget Resolutions. Policy 4.310, in part, establishes a framework for reporting classification of fund balances. Policy 4.370 states, in part, that “appropriations may be made by the Council, to be paid out of income of the current year, in furtherance of improvement or other objects or works which will not be completed within such year, and any such appropriation shall continue in force until the purpose for which it was made has been accomplished or abandoned.”

ANALYSIS

To comply with requirements of GASB 54, the previous one step procedure related to Policy 4.370 Continuing Appropriations was split into two. Step one requires the Common Council to take specific action to identify and approve items they “Commit” to funding beyond the current fiscal year. GASB 54 requires approval action to occur before fiscal year end to classify these specific items as committed. This was accomplished for fiscal year 2015 with approval of Resolution 2015-65 in December 2015.

Following fiscal year end, the second step requires the Common Council to take separate action to approve amounts for items the Council wishes to commit funding for when determined for financial reporting purposes. These actions are only required for General Fund items as other fund classifications and continuing appropriations are addressed in Policies 4.310 & 4.370.

Several department/division heads have requested that various 2015 appropriations for specific general fund capital outlay, operations and projects be carried over to 2016 so they can be completed. When appropriate, the respective committees/boards have previously approved these items. The attached resolution summarizes the 2015 appropriation items and amounts requested to be carried over into 2016 and classified as Committed Fund Balance.

RECOMMENDATION

I recommend approval of Resolution 2016-13 approving Committed Fund Balance classifications totaling \$252,887 for 2015 continuing appropriations, as presented.

Concurrence- Steve Barg, City Administrator

RESOLUTION NO. 2016-13

A resolution of the Common Council approving Committed Fund Balance classifications for continuing certain appropriations related to fiscal year 2015 to be carried over into 2016.

BE IT RESOLVED by the COMMON COUNCIL of the City of Marshfield, as follows:

- 1. The appropriations and accounts set forth in Exhibit "A" attached hereto are hereby classified as committed and carried forward into 2016; and
- 2. The Finance Director is hereby authorized to make the necessary entries in the ledgers of the City of Marshfield to reflect the foregoing.

This resolution is recommended by the Finance, Budget and Personnel Committee.

ADOPTED _____

Mayor

APPROVED _____

Clerk

EXHIBIT "A"

	<u>12/31/15</u> <u>AMOUNTS</u>
<u>General Fund #101</u>	
Building Services/Inspection:	
Nuisance Property Abatement	\$ 15,000
Information Systems	
Enterprise Business System Software Upgrade	66,412
Electronic Document Management System	61,438
Library	
Net Operations & Maintenance per WI Statutes Ch. 43.58(1)	51,779
Parks and Recreation	
Special Recreation Programs	4,184
Tennis/Racquetball Center	17,726
Adult Athletics	1,648
Parks Maintenance	
Tennis Court Resurfacing	15,000
Planning & Economic Development	
Comprehensive Plan Professional Services	10,000
Street Maintenance	
Slag Seal Program	9,700
	<hr/>
	<u>\$ 252,887</u>

City of Marshfield
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Keith R. Strey, CPA
Finance Director
(715) 387-3033
Fax (715) 384-7831
Keith.Strey@ci.marshfield.wi.us

TO: FINANCE, BUDGET AND PERSONNEL COMMITTEE
FROM: KEITH STREY, FINANCE DIRECTOR
SUBJECT: INSTALLMENT PAYMENT PLAN INTEREST RATES FOR 2016 SPECIAL ASSESSMENTS
DATE: 2/11/2016

BACKGROUND

Section 13.96(1) of the City's Municipal Code deals with special assessments and states, in part, that special assessments are "levied and collected in accordance with 66.0701, Wisconsin Statutes." Section 66.0701 of the Statutes permits the City to charge interest on any special assessments when the property owner elects to pay the special assessment charge on an installment basis.

ANALYSIS

The Common Council, annually, acts on final resolutions concerning specific special assessment projects. These resolutions, in part, include the interest rate to be charged to those persons who have elected to pay their special assessment charges on an installment basis. In 2015, the Common Council approved this Committee's motion that established the interest rate at 3.67% (Non-TIF) and 4.23% (TIF) assessable projects. Below is a summary of various interest rates charged in the past as compared to the City's actual cost of borrowing.

<u>Year</u>	<u>Interest Charged</u>	<u>Cost of Borrowing</u>
2006	5.10%	3.60%
2007	5.20	3.70
2008	5.50	3.50
2009	4.90	2.90
2010	5.40	3.40
2011	4.24	2.24
2012	3.54	1.54
2013 - Non-TIF	3.28	1.28
2013 – TIF	4.16	2.16
2014	3.75	1.75
2015 - Non-TIF	3.67	1.67
2015 – TIF	4.23	2.23
2016 - Non-TIF (Recommended)	3.45	1.45
2016 – TIF (Recommended)	4.33	2.33

For 2016, the City issued \$3,865,000 to finance various Non-TIF projects including facilities, fire ladder truck, streets & storm sewer projects. The balance of the cost of these projects will be financed from general property tax levy, special assessment and/or other revenues per the Common Council Adopted budget. Also, for 2016 the City issued \$3,840,000 to finance new library building construction and multiple TIF projects.

The recommended interest rates of 3.45% (Non-TIF) and 4.33% (TIF) presented for your approval are 2.0% more than the City's cost of borrowing for these projects in 2016. Prior to 2003, the City charged 1.0% over its borrowing rate for property owners electing to repay special assessment charges under an installment plan due to the administrative costs associated with providing this financing option through the City. Starting in 2003, the Common Council approved an increase to 1.5% over the City's borrowing rate and another increase in 2008 to 2.0%.

The recommended rate of 3.45% (Non-TIF) for 2016 is a 0.22% decrease from the 2015 (Non-TIF) rate of 3.67% due to the near historic low interest rate bid received for City debt issued in February 2016.

RECOMMENDATION

I recommend the interest rates be set at 3.45% (Non-TIF) and 4.33% (TIF) for 2016 special assessments using an installment plan for repayment.

Concurrence: 

Steve Barg, City Administrator



City of
Marshfield
Memorandum

DATE: February 16, 2016
TO: Finance, Budget and Personnel Committee
FROM: Jen Rachu, Human Resources Manager/Assistant to the City Administrator
RE: Request for Proposal: Employee Assistance Program

During the 2016 budget planning process, the need for an employee assistance program was identified. The timeline for implementation employee assistance program was planned for July 1, 2016. I am requesting that the Finance, Budget and Personnel Council approve the request to begin the RFP process for an Employee Assistance Program.

Concurrence:

A handwritten signature in cursive script that reads "Steve Barg".

Steve Barg, City Administrator



City of Marshfield Memorandum

DATE: February 10, 2016
TO: Finance, Budget & Personnel Committee
FROM: Steve Barg, City Administrator
RE: Increased compensation for Council members

Background

On November 30th, after reviewing a survey of other cities shown below, and 3 options to increase pay for Council members, the Committee selected Option #2:

<u>City</u>	<u>Pay</u>	<u>Pop.</u>	<u>Mayor/Council representation</u>
DePere	\$6,392	24,359	PT mayor & 8 Council members
WI Rapids	\$5,880	18,039	FT mayor & 8 Council members
Wausau	\$5,355	39,106	FT mayor & 11 Council members
Stevens Point	\$5,300	26,670	FT mayor & 11 Council members
Superior	\$4,800	26,869	FT mayor & 10 Council members
Marshfield	\$4,000	19,186	PT mayor & 10 Council members
Chippewa Falls	\$3,000	13,718	PT mayor & 7 Council members

- Option #1: Flat rate of \$250/month (\$3,000/year) with \$50 added for each regular meeting attended of the Council and the Council committee (Finance, Budget & Personnel or Board of Public Works) on which that member serves, to a combined maximum of 4/month. A member attending all required meetings could receive an additional \$200 per month (\$2400/year), for a total of \$5,400.
- Option #2: Flat rate of \$425/month (\$5,100/year), reduced by \$100 for any month in which a member misses 2 or more required Council/Committee meetings.
- Option #3: Flat rate of \$5,000 per year (regardless of meeting attendance).

On December 15th the Council deadlocked 5-5, so the proposal failed. At the January 12th Council meeting, Councilmember Earll requested that this topic revisited, given the level of interest expressed.

Further analysis

While Council pay hasn't risen in 16 years, maybe the proposed bump seemed too much. But it's clear that from the survey that we've fallen behind other cities. To move us closer to our comparables, staff offers the following option for the Committee's consideration:

- Flat rate of \$375/month (\$4,500/year), reduced by \$100 per month for any month in which a member misses 2 or more required Council/Committee meetings (Board of Public Works or Finance, Budget & Personnel Committee)

This would advance us closer to comparable cities, and it would also reflect the concern that has been raised about meeting attendance.

Recommendation

Staff requests that the Committee discuss this issue and provide direction. If an increase is ultimately approved by the Committee and Council, the change won't take effect until May 1, 2017, following next year's Council elections.