FINANCE, BUDGET AND PERSONNEL COMMITTEE
MINUTES OF JANUARY 6, 2004

Meeting called to order by Chairman Bennington at 5:30 p.m., in the Executive Conference Room, City Hall Plaza.
PRESENT: Jerry Bennington, Sr., Brad Parks, Edward Beaudry, Jr. and Russell Stauber
ABSENT: Ray Gougeon
ALSO PRESENT: Mayor Meyers and City Personnel (Lara Baehr, Keith Strey, Dan Knoeck, Joan Spencer, Brian Panzer, Paul Mancl and Deb Hall)

FBP04-001 Motion by Stauber, second by Beaudry to approve payroll in the amount of $932,566.74 and bills in the amount of $884,886.88 as recommended by the Finance Director. All Ayes
Motion carried

FBP04-002 Motion by Beaudry, second by Parks to accept and place on file the Monthly Position Control Status Report as of December 31, 2003. All Ayes
Motion carried

FBP04-003 Motion by Parks, second by Stauber to receive and place on file the Report of Personnel Actions of January 6, 2004. All Ayes
Motion carried

City Assessor Joan Spencer handed out two surveys. One is on salary information and the other is information regarding hours. Most places that were surveyed, the Property Appraiser position were an hourly/union position.

Human Resources Specialist Lara Baehr commented that this position meets the definition of an hourly employee according to State Wage and Hour Law. This is a technical position; therefore she feels it should be in the Clerical/Technical union. The City could make the position non-represented but would need to be prepared to argue their position if/when the union files for a Position Clarification. Every new position has to be negotiated with the union on wages and hours of work.

FBP04-004 Motion by Stauber, second by Parks to change the Assessment Technician position to Property Appraiser position. This will be a union/hourly position with flextime unless the Union and City cannot come to an agreement. In the case where the Union and City cannot reach an agreement the item is to be brought back to the Finance, Budget and Personnel Committee. All Ayes
Motion carried

Joan Spencer left the meeting at 5:47 p.m.

Street Superintendent Brian Panzer explained with the recent reinstatement of a Park's and Recreation Equipment Operator I/Laborer's Position and subsequent posting of this position, a Street Division Employee has transferred to the Parks and Recreation Department thus creating a

vacant Equipment Operator I/Laborer Position within the Street Division. With the transfer of a Street Division employee to the Park and Recreation Department, the staffing level of the Street Division has been reduced by one F.T.E. With the elimination of the 'Sign Person Helpers' position, the employee currently in this position has the right to 'bump' into any other position for which he qualifies for and has seniority for. With this in mind, he requested that the Finance, Budget and Personnel Committee allow him to post the vacant Equipment Operator I/Laborer position within the Street Division so at the conclusion of the bumping process the employee, which has last bumping rights, will have the ability to assume this position. All employees within the Street Division, irregardless of their classification, are involved in and are an integral part of our overall Snow and Ice Control and Removal Program, as well as, all other construction and maintenance projects.

Before a decision is made, the committee would like an analysis done. They would like to know if this position was eliminated and the other employees of the Street Division absorbed the duties, what kind of affect would that have on services? Also, how much are the overtime costs versus the cost of one (1) full time employee.

FBP04-005 Motion by Parks, second by Stauber to hold over the posting of the vacant Equipment Operator I - Street Laborer position within the Street Division. All Ayes
Motion carried

Motion by Stauber, second by Beaudry to adjourn at 6:24 p.m.
Motion carried

Deb M. Hall
City Clerk