

CIVIL SERVICE COMMISSION MINUTES

July 9, 2002

PRESENT: Commissioners Bernard Kramer, Mark Jorgensen, Sue Robison-Matheson, Ronald Pezze and Virginia Moths.

ALSO PRESENT: Director of Human Resources Tami Potkay, Employee Representative Patt Kure, and Pat Herrmann, Human Resources Assistant.

Chairperson Kramer called the Civil Service Commission meeting to order at 4:49 p.m.

Motion by Comm. Jorgensen to approve the April 4, 2002 minutes as presented. Seconded by Comm. Robison-Matheson and carried unanimously.

Motion by Comm. Robison-Matheson to approve the May 10, 2002 minutes as presented. Seconded by Comm. Jorgensen and carried unanimously.

GENERAL DISCUSSION OF NEW POSITIONS, CHANGES, ETC. FROM DIRECTOR OF HUMAN RESOURCES

Ms. Potkay reported that Rick Johnson was appointed by Mayor Wysocki to the position of Utilities Supervisor on June 24. He had been serving in that position since October 15, 2001.

HEALTH INSURANCE BENEFITS AND PREMIUM CONTRIBUTIONS

It was reported that the Common Council did not adopt the Civil Service Commission's recommendation regarding the level of contribution by civil service employees.

ELECTION OF OFFICERS

Motion by Comm. Pezze to nominate/elect Comm. Kramer as Chairperson of the Civil Service Commission. Seconded by Comm. Jorgensen and carried unanimously.

Motion by Comm. Kramer to nominate/elect Comm. Pezze as Secretary of the Civil Service Commission. Seconded by Comm. Jorgensen and carried unanimously.

CHANGES/UPDATES TO CHAPTER 11

There was discussion that Chapter 11 be reviewed by the Civil Service Commission to further clarify it. Meetings to review Chapter 11 may be scheduled for August.

Motion by Comm. Pezze to move into Closed Session. Seconded by Comm. Jorgensen and carried unanimously.

CLOSED SESSION

The basis for the items to be discussed in Closed Session are as enumerated in Section 19.85 (1)(c) of the Wisconsin State Statutes.

- (c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

- Decision Band Recommendations -

Motion by Comm. Pezze to move into Open Session. Seconded by Comm. Jorgensen and carried unanimously.

OPEN SESSION

POSSIBLE ACTION ON DECISION BAND RECOMMENDATIONS

Motion by Commissioner Kramer to recommend to council to approve the banding for the position of office coordinator - utilities and streets at B-2-2 (salary range 5) and to direct the City Attorney to prepare the proper ordinance. Second by Commissioner Robison-Matheson and carried unanimously.

Motion by Commissioner Pezze to recommend to council to approve the banding for the position of Director of Utilities & Streets Operations - at D-6-3 (salary range 14) and to direct the City Attorney to prepare the proper ordinance. Second by Commissioner Jorgensen and carried unanimously.

Motion by Commissioner Jorgensen to recommend to council to approve the banding for the position of Stormwater Supervisor - at C-5-2 (salary range 11) and direct the City Attorney to prepare the proper ordinance. Second by Commissioner Robison-Matheson and carried unanimously.

Motion by Commissioner Moths to recommend to council to approve the banding for the position of Utility Supervisor - at C-5-2 (salary range 11) and direct the City Attorney to prepare the proper ordinance. Second by Commissioner Kramer and carried unanimously.

Motion by Commissioner Jorgensen to recommend to council to approve the banding for the position of Human Resources Clerk at A-1-2 (salary range 2) and direct the City Attorney to prepare the proper ordinance. Second by Commissioner Kramer and carried unanimously.

NEXT MEETING: To be announced.

Motion by Comm. Robison-Matheson to adjourn. Seconded by Comm. Jorgensen and carried

unanimously.

Meeting adjourned at 6:35 pm.

Ronald G. Pezze, Jr.
Secretary
Civil Service Commission