

## **SALARY & PERSONNEL COMMITTEE MINUTES**

**January 5, 2016**

### **A. CALL TO ORDER & ROLL CALL**

Chairperson Bauman called the meeting to order. Present at roll call were Alderpersons Bauman, Newcomer, Stangel, Mayor Ross, City Atty Ewald, Mike Johnson from GCDC, other alderpersons and city staff. Alt. Alderperson Thoman was absent.

### **B. CORRECTION OF MINUTES**

none

### **C. BUSINESS: OPEN**

The Committee discussed item 2 first and then went back to item 1.

#### **1. RECEIPT OF LETTER OF RESIGNATION FROM DIRECTOR OF PUBLIC WORKS AND OPTIONS FOR FUTURE**

City Admin. Rath explained that he received a resignation letter from DPW Simpson effective Jan. 8<sup>th</sup>. Since the Council hired him, it should go back to the Council to officially accept the resignation. Secondly, it needs to be decided what to do with the position. Rath recommends recruiting for a replacement. Rath said there is now a testing component that can be used with the hiring process and the online application software. Motion made by Alderperson Stangel and seconded by Alderperson Newcomer to accept the letter of resignation of Colin Simpson as Director of Public Works and move on to Council. Admin. Rath suggested having other staff do part of an interview similar to the Administrator hiring. City Clerk Stamm asked if the other directors could also be part of the interview process. There was general agreement for this. More questions and discussion continued. Alderperson Bauman doesn't want to get to Council and then have them disapprove this. Other members may not feel this position is needed. City Atty. Ewald said that this could be discussed at the Council tonight. Alderperson Boyce suggested placing someone internally into that position and then replacing that person's position. An interim position and added compensation was discussed. It was discussed that the letter of resignation could be accepted immediately. Admin. Rath can have him sign off tomorrow and he could be paid through Friday. Discussion continued.

#### **2. PROPOSAL FROM ATTORNEY EWALD TO REVERT BACK TO THE OUTSIDE COUNSEL, HOURLY FEE, MODEL FOR LEGAL SERVICES**

Current City Attorney Ewald explained. At some point in 2016, he will substantially retire. He is interested in introducing Dan Bartholf to the city as a successor. The city will need to go back to an hourly structure for this. He is looking to do this immediately to test the waters with Dan Bartholf. He said Bartholf shares a level of commitment that he recommends. Ewald said the city could go out for RFP's and made other comments. Ewald said he could still

handle the Council meetings and could go beyond April 1. Alderperson Stangel clarified that at the middle of this month, the city will go back to hourly service for Ewald and Bartholf. City Clerk Stamm clarified that both the city and Ewald will need an agreement to end the contract as of a certain date such as Jan. 15<sup>th</sup>. Questions and discussion ensued. It was questioned if Bartholf has enough time to handle all the responsibilities. Ewald said he would be available to assist Bartholf if he had questions. Admin. Rath arrived at the meeting. Alderperson Bauman commented that in all fairness, the city should do an RFP at the end of the contract period. More discussion ensued. Alder Boyce suggested exploring an in-house attorney. Ewald commented that the City actually owns the data and work that he has prepared for the city over the years and commented that it could be electronically transferred to the city. Admin. Rath mentioned the other part of this, which is handling all the court cases. Ewald said Craig Nolan is spending about 30 hours per month on this. Ewald said he will finish the codification not on an hourly basis and that the basics are done. More questions and discussion took place. Alderperson Stangel proposed to go with the hourly rate with Ewald and Bartholf and then work on a bidding/interview process and qualifications as it gets closer to April 1 and made other comments. Discussion continued. Alder Bauman asked for a document to be drafted with an hourly rate in it and then meet again in 2 weeks on this. Admin. Rath said that since the Council enacted this, they will need to vote on it.

**3. RESOLUTION REGARDING THE HIRING AUTHORITIES FOR THE CITY OF MONROE**

Admin. Rath explained. The seasonal employees are now hired by supervisors or directors unless there is an issue with nepotism. The proposal is for the Council to approve hiring the administrator, statutory and contracted positions. The Salary & Personnel Committee will hire director positions. The PFC will hire sworn officers and other required public safety employees. The City Administrator will hire department supervisors and lead positions and directors will hire non-supervisory employees. Rath said the authority to hire also gives the authority to fire. This doesn't mean that the Council will not be made aware of new hires, it just doesn't mean they would need to be approved by a resolution. Questions and discussion ensued. Rath said this can carry forward to another meeting. Alderperson Bauman said to put this on the agenda for the next meeting.

**D. BUSINESS BY MEMBERS**

None

**E. ADJOURNMENT**

Motion to adjourn made by Alderperson Stangel and seconded by Alderperson Newcomer. Motion carried.

Carol J. Stamm, CMC, WCMC

City Clerk/Director of General Government