

## **SALARY & PERSONNEL COMMITTEE MINUTES**

**May 17, 2016**

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

Chairperson Bauman called the meeting to order. Present at roll call were Alderpersons Bauman, Stangel, Boyce. Also present were Administrator Rath, other alderpersons & city staff. Alternate Alderperson Thoman was absent.

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

None

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

#### **1. REVISION OF JOB DESCRIPTIONS AND THE PROPOSED ELIMINATION OF OUT OF CLASS PAY**

Administrator Rath explained that the employee manual doesn't cover out of class pay. If an employee operated a piece of equipment, they would receive out of class pay. It was decided to revise the job descriptions to better differentiate the level of jobs, whether years of service, equipment operators, a CDL, demonstrating proficiency in operating equipment, etc. Employees could be moved up to a skilled 1 or 2 position. It will provide flexibility with the workforce and if they have the skills and knowledge, they will be compensated year round for it. Administrator Rath went over the fiscal impact. All four Parks Department employees would be moving to the next skill level along with 8 out of 12 Street Department employees who are in a laborer position. The financial impact for the rest of the year is about \$13,000 without overtime. It will cost more to pay on skills, knowledge, and abilities than the out of class pay structure. Some positions in the Streets Department have not been filled so there is extra money in the budget from that and it could be used to pay for this adjustment. This is more of a policy decision than strictly compensation. Questions and discussion took place. Alderperson Bauman asked if it is limited to a certain number of employees under each class. Administrator Rath said it would be unlimited and that would make for a more flexible workforce. Motion made by Alderperson Stangel and seconded by Alderperson Bauman to revise the job descriptions and eliminate out of class pay. Chairperson Bauman called for the vote, but didn't allow an opportunity for more discussion. The vote started, but Alderperson Boyce didn't vote as he had more questions. Discussion again ensued. Alderperson Bauman said this will give employees more of an opportunity to move up. Administrator Rath provided more explanation. The supervisor of the department will determine when the employees will move up. More questions and discussion took place. City Attorney Ewald commented that a fair amount of

deliberation and discussion took place in the middle of a vote so he recommends that the votes be rescinded and go back to the original motion and then have a vote following all the deliberations rather than in the middle of the deliberations. Discussion ensued. Ewald then recommended even remaking the motion. Alderperson Stangel rescinded his original motion and Alderperson Boyce seconded the motion. Alderperson Bauman concurred. Alderperson Stangel then motioned to revise the job descriptions and eliminate the out of class pay. Alderperson Boyce seconded the motion. There was no further discussion. The motion carried.

**D. BUSINESS BY MEMBERS**

None

**E. ADJOURNMENT**

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

Carol J. Stamm, CMC/WCMC  
City Clerk/Director of General Government