MINUTES
COMMITTEE #1
REVENUES, DISBURSEMENTS, WATER AND WASTEWATER
and
COMMITTEE #2
LABOR NEGOTIATIONS, PERSONNEL, POLICY & ADMINISTRATION
January 27, 2014

Committee #1 - Revenues, Disbursements, Water and Wastewater and Committee #2 - Labor Negotiations, Personnel, Policy & Administration met on Monday, January 27, 2014 at 10:45 AM in the Council Chambers, City Hall, 30 West Central Street, Chippewa Falls, WI.

Council/Committee Members present: Bill Hicks, Jane Lardahl, George Adrian, Amy Mason, Chuck Hull.

Others present: Finance Mgr/Treasurer Lynne Bauer, City Clerk Bridget Givens, Police Chief Wendy Stelter, Police Lieutenants Matt Kelm and Brian Micolichek, Police Administrative Assistant Julie Johnholtz, Fire Chief Tom Larson, Battalion Chiefs Mike Hepfler and Lee Douglas, Firefighter Gary Bell, Fire Department Confidential Secretary Debbie Smith, Parks & Recreation Director Dick Hebert, Utility Office Manager Connie Freagon, Chippewa Falls Main Street Director Teri Ouimette.

Call to Order: 10:45 AM

Items of business to be discussed or acted upon at this meeting are shown on the attached agenda below:

1. **Open Session**

2. **Discuss request from Chippewa Falls Main Street, Inc. for funding for Pure Water Days Parade. Possible recommendation to the Council.**
   Chippewa Falls Main Street Director Teri Ouimette indicated she was approached by Premium Waters to organize the annual Pure Water Days Parade. She stated Main Street did not have the funding to do this nor did she feel comfortable seeking donations because that could impact donations needed in other areas and already included in their budget. The estimated cost for the parade based on information received from Premium Waters is $6,713 (see attached). Teri is seeking funding from the City through room tax dollars. She would like a five year funding commitment from the City. The Committee agreed to review next year to determine how the process went and get a better idea of the costs associated with the parade.

   Motion by Hicks/Hull to recommend the Council approve funding of $6,713 from 2014 room tax dollars for the Pure Water Days parade. **All present voted aye. Motion carried.**

3. **Discuss City Services request and proposed ordinance. Possible recommendations to the Council.**
   Council President Hicks reviewed the proposed City services request ordinance referred to Committee #1 by the Committee of the Whole. The Committees made the recommendation to

include a 45-day requirement for submission of the request and that the requests would be considered by Committee #1.

Motion by Hicks/Mason to recommend the Council approve the proposed ordinance creating the request for City services adding a 45-day requirement for submission of the request and that the request will be forwarded to Committee #1. **All present voted aye. Motion carried.**

4. **Discuss employee annual sick leave incentive payout. Possible recommendations to the Council.**

The Committees discussed the annual sick leave incentive payout previously in effect for AFSCME and management employees. This payout was made to any employee who exceeded the maximum accumulation of 90 days. ½ of the days accumulated over 90 days were moved to a catastrophic/special sick bank and ½ of the days were paid to the employee in January of the following year at their hourly rate. The transfer of ½ the days to the catastrophic/special sick bank still exists. The payment still exists for Fire and Police Union employees however was eliminated for AFSCME employees in 2012 and for management employees in 2013. Employees are upset due to the loss of this incentive payment and most indicated they were not aware the payment had been eliminated. (Pursuant to the attached minutes from the Committee #2 meeting of April 15, 2013, the issue was discussed and clarification was made that management employees would no longer receive the payment.) In the past, benefits afforded to the AFSCME Union employees were also given to management employees. As AFSCME lost this benefit in 2012, it was determined it should be eliminated for management as well. The payouts that would have been made in January 2014 ranged from $127 to $2,056. Fire and Police Management personnel stated by eliminating this payment, it creates a compaction issue between Union employee earnings and management earnings. Finance Manager Bauer stated the cost to reinstate this payment for those employees who qualify for the January 2014 payment is approximately $28,000. Another option discussed by the committees was to move the extra days to the catastrophic bank.

Motion by Adrian/Lardahl to recommend the Council approve that all sick days accumulated in excess of ninety (90) days shall be credited to the catastrophic/special sick leave bank. **All present voted aye. Motion carried.**

5. **Closed Session**
Motion by Hicks/Hull to go into closed session under WI Statutes 19.85(1)(e) for "...conducting other specified public business, whenever competitive or bargaining implications require a closed session" to **a)** Discuss labor negotiation issues and strategy; and to include Council Members, Finance Manager, City Clerk; may return to open session.

Roll Call Vote: Aye – Hicks, Hull, Lardahl, Adrian, Mason, Hull. Motion carried.

The Committee discussed labor negotiation issues. .

Motion by Hicks/Hull to return to open session. All present voted aye. Motion carried.

6. **Adjournment.**
Motion by Adrian/Lardahl to adjourn at 12:22 PM. **All present voted aye. Motion carried.**

Minutes submitted by:
Lynne Bauer, Finance Manager/Treasurer

Task	Contact Name/Number	Date		HOURS	dd'lcosts	
Mailings						
Create & mail parade invites	On an Access database	31-May	☐ Completed	20		
Field telephone calls & e-mails re: parade	Website - purewaterdays@hotmail.com	31-Jul	☐ Completed	25		
Arrange parade line-up	Normal parade lineup	31-Jul	☐ Completed	25		
Send unit letters & parade route to parade entries	Mail merge letters from Access database	31-Jul	☐ Completed	25	$ 188.00	postage
Website page setup		May	☐ Completed	4		
Volunteers						
Send volunteer letters out	On an Access database	31-May	☐ Completed	15		
Assign volunteers to specific tasks (mark streets, line up floats, patrol intersections)	Volunteers mark this on Volunteer Confirmation Form	31-Jul	☐ Completed	20		
Judging						
Recruit 3 judges	to be determined	15-Jul	☐ Completed	2		
Call Jim Docksey to get permission to use porch for judging	Edward Jones Investments	15-Jul	☐ Completed	1	$250	trophies
Order parade awards and elect someone to present awards	West Trophy	15-Jul	☐ Completed	2		
Prepare categories for judging and judge sheet	Do the week of the parade (for last-minute entries)	31-Jul	☐ Completed	10		
Miscellaneous Parade Items						
Purchase event insurance	Spectrum	31-May	☐ Completed	1	$500	Insurance
Secure a street use permit from city	City Clerk's office	31-May	☐ Completed	1		
Order flowers for royalty and get volunteer to hand them out	Eevy Ivy Over, Vicki Nelson, 723-7576	15-Jul	☐ Completed		$100	Flowers for Royalty
Advertise parade/festivities	Buck Ad, local radio, posters and flyers	15-Jul	☐ Completed	15	$2,700	Advertising
Recruit Grand Marshall and secure a convertible	Chuck Kuepfer drives the Grand Marshal(s)	15-Jul	☐ Completed	4	$50	vehicle
Secure a convertible for the mayor	Morrie's CV Mazda, Ryan Riste (use convertible in exchange for $50 entry fee for other cars) - 720-7000	15-Jul	☐ Completed	3		
Meet with police & streets depts to discuss details	Sgt. Dan Marcell, Mike Ruff	15-Jul	☐ Completed	2		
TV Interviews		March	☐ Completed	4		
7:00 am - hang banner on Judges' Stand (Docksey's porch)			☐ Completed	1		
7:30 am - mark streets with lineup numbers			☐ Completed	5		
10:00 am - pick up flowers at Vicki's/Eevy Ivy Over			☐ Completed			
10:30 am - meet float lineup volunteers, assign areas			☐ Completed	2		
11:00 am - barricade streets			☐ Completed	2		
12:00 pm - meet judges/give judging sheets/directions			☐ Completed	1		
12:30 pm - meet Grand Marshal(s)			☐ Completed	1		
1:00 pm - start parade			☐ Completed	2		
2:15 pm - remove barricades on Bridge & 29 and Pine & 29			☐ Completed	2		
				195 x $15 per hour		
				$2,925.00	$3,788.00	

Total: $6713.00

Est. 195 hours at $15 per hour

Lynne Bauer

From: Lynne Bauer
Sent: Friday, January 24, 2014 3:55 PM
To: Alderman Group Email
Subject: Sick Leave Incentive Information
Attachments: 20140124143745294.pdf; Joint Comm #1 and #2 January 27, 2014 Agenda.pdf

Tracking:

Recipient	Delivery	Read
Alderman Group Email		
Bob Ferg	Failed: 1/24/2014 3:55 PM	
Chuck Hull		Read: 1/24/2014 6:01 PM
George Adrian		Read: 1/24/2014 5:54 PM

Good Afternoon All-
Item #4 was placed on Monday's agenda due to concerns about why certain employees (fire and police union members) receive the sick leave payout but management employees do not. In addition, I have received a few questions from council members regarding the sick leave incentive item. For that reason I wanted to provide you with a bit of history prior to Monday's meeting regarding this benefit.

Attached are the following documents:
a) 2008-2010 AFSCME contract language defining the annual sick leave incentive payout (2 pgs)
b) Minutes from the March 1, 2011 Committee #2 meeting detailing the settlement terms with AFSCME (2 pgs)
c) 2011-2012 AFSCME contract with the sick leave payout language eliminated (3 pgs) (A payout was made in January 2012 that was related to sick leave earned in 2011 with no payment made in January 2013 for 2012) (Library Union employees received a payment in 2013 for 2012 due to their contract terms)
d) Minutes from the April 15, 2013 Committee #2 meeting clarifying the elimination of the sick leave payout for management (2 pgs) (Management received a payout in 2013 related to sick leave accumulation in 2012)

Detailed below is the approximate cost to the City:
2009 sick leave incentive paid in January 2010: $60,655 (Management, Fire, Police, AFSCME General, Parks, Library Unions)
2010 sick leave incentive paid in January 2011: $57,333 (Management, Fire, Police, AFSCME General, Parks, Library Unions)
2011 sick leave incentive paid in January 2012: $48,524 (Management, Fire, Police, AFSCME General, Parks, Library Unions)
2012 sick leave incentive paid in January 2013: $32,180 (Management, Fire, Police, AFSCME Library Union)
2013 sick leave incentive paid in January 2014: $12,633 (Fire and Police Unions)
2013 sick leave incentive reinstatement for eligible employees: $27,975

If you have any questions, please contact me.

Please refrain from "Replying to All" with any comments as you run the risk of violating the open meetings law...i.e. a walking quorum.

Lynne Bauer, CMC, WCMC
Finance Manager/Treasurer
City of Chippewa Falls
30 West Central Street

Twenty-two (22) days after 17 years of service;
Twenty-three (23) days after 19 years of service;
Twenty-four (24) days after 22 years of service;
Twenty-five (25) days after 25 years of service.

Section 2. Employees may take their vacations at any time of the year upon mutual agreement with the department head / designee. No more than two (2) employees shall be allowed to take vacation at the same time, except with the approval of the department head / designee. If the department head / designee does not give approval, and more than two (2) employees sign up for the same week, seniority shall prevail. Departments with three (3) or less employees shall only be required to release one (1) employee for vacation, except with the permission of the department head / designee. When taking vacation, employees shall take no less than one-half (½) day vacation at a time.

Section 3. All vacation shall be paid at the rate and classification the employee carries at the time vacation is taken.

* 2008-2010 contract *

ARTICLE 7 - SICK LEAVE

Section 1. Employees shall be paid while on sick leave at regular hourly rate of pay and charged only for those hours, if less than a full day, absent from work due to sickness. In order to qualify for sick leave, all employees must report that they are sick not later than one-half (½) hour before the earliest time for which they are to report for work unless becoming sick during work hours or in case of emergency.

Section 2. Each employee on sick leave is subject to verification of such illness by a City representative. A doctor's statement may be requested before sick leave is paid.

Section 3. Any employee who is found to have violated any sick leave regulation is subject to discipline or discharge, subject to the grievance procedure.

Section 4. Sick days shall be accumulated at the rate of one (1) day per month to a total of ninety (90) days.

Section 5. Sick days accumulated in excess of ninety (90) days shall be accounted for each December 31st. One-half (½) of those accumulated days shall be paid at the employee's regular rate of pay on the following January 15. The remaining one-half (½) shall be credited to a "special sick leave bank" which shall be used only in emergencies and when all other sick leave credits have been exhausted.

Section 6. Sick days used shall be withdrawn first from the ninety (90) day account. Sick days in the "special sick leave bank" shall be used only after the ninety (90) day account is depleted and in case of extreme emergency.

Section 7. Employees terminating their employment shall have vested rights in the first 80 days of sick leave in the ninety (90) day account only, and shall receive a severance pay from that account as follows:

	Percent of Accumulated Days
At completion of 11 years	10%
At completion of 12 years	20%
At completion of 13 years	30%
At completion of 14 years	40%
At completion of 15 years	50%
At completion of 16 years	60%
At completion of 17 years	70%
At completion of 18 years	80%
At completion of 19 years	90%
At completion of 20 years	100%

Section 8. Any employee qualifying under this schedule, terminating his/her employment with the City, shall be compensated for the applicable number of days at his/her hourly rate, based on straight time, in effect at the time of severance; provided, however, that employees may, at their option and with prior written notice to the Employer, direct that the amounts due them be applied to his/her health insurance premiums.

Section 9. Any employee whose employment with the City is terminated by the City for cause shall lose all vested rights in the "80 day sick leave account."

ARTICLE 8 - LEAVE OF ABSENCE

Section 1. Applications for leave of absence for personal reasons shall be made to the Union, presented to the superintendent by the Union. The granting of such leave and the length of time for such leave shall be contingent upon the reasons for the request. The superintendent or department head may grant leaves of absence fourteen (14) calendar days or less without further authorization of the labor committee of the City Council. Leaves of absence for more than fourteen (14) calendar days shall be discussed with the superintendent by the Union. The superintendent shall present such requests to the Council labor committee with a recommendation, and if approved by Council labor committee and City Council. In the event of an emergency, approval by the City Council will not be required. The Union shall be notified by the superintendent or department head of the date of the presentation of the recommendation to the Council labor committee. Leaves of absence shall not be allowed for the purpose of taking other employment of any duration.

Section 2. A period of not more then one (1) year shall be granted as leave of absence due to personal illness or for disability due to accident, provided a physician's certificate is furnished from time to time to substantiate the need for continuing the leave. Additional time may be extended in such cases by mutual consent of the Union and the City.

Minutes
Committee #2
Labor Negotiations, Personnel Policy & Administration

Committee #2 met on Tuesday, March 1, 2011 at 8:30 AM in the Council Chambers, City Hall, 30 West Central Street, Chippewa Falls, WI.

Attendees: CW King, Brian Flynn, George Adrian, Treasurer/Finance Mgr. Lynne Bauer, AFSCME Union Representative Lance Nelson, Union Employees.

Call to Order: 08:30 AM

Items of business to be discussed or acted upon at this meeting are shown on the attached agenda below:

1. **Open Session**

2. **Closed Session**

Motion by Flynn/King to go into closed session under WI Statutes 19.85(1)(e) "conducting public business with competitive or bargaining implications" to

a) **Discuss labor negotiation issues and strategy;**

b) **Continue negotiations on new labor agreements with Local 1241 AFSCME Chippewa Falls City Employees and Chippewa Falls Parks, Recreation and Forestry Department Employees and to include Council Members, Mayor, Attorney Weld (by phone), City Treasurer/Finance Mgr. Lynne Bauer; Union Representative Lance Nelson and other employee Union Representatives; may return to open session.**

Roll call vote: Aye - Flynn, King. Motion carried.

a) The committee spoke with Attorney Steve Weld by phone regarding labor negotiation issues and strategy;

b) The Committee conducted negotiations with representatives of Local 1241 AFSCME Chippewa Falls City Employees and Chippewa Falls Parks, Recreation and Forestry Department Employees the on a new labor agreement.

11:18 AM The Committee took approximately a twenty (20) minute recess

Motion by Flynn/King, all present voting aye, to return to open session. **Motion carried.**

Motion by Flynn/King, all present voting aye, to recommend approval of the tentative agreement reached between the City of Chippewa Falls and the Local 1241 AFSCME Chippewa Falls City Employees and Chippewa Falls Parks, Recreation and Forestry Department Employees (Terms listed below). **Motion carried.**

1)Duration of Contract: Two Years – 1/1/11 through 12/31/2012
2) 0% Wage Increase for 2011; 0% Wage Increase for 2012
3)Change to 200/600 Deductible Health Insurance
12% Employee Contribution Effective 4/1/11 through 12/31/2012

4)Employees will pay 5.8% of the WRS Contribution (Retirement) effective 7/1/11
5)Longevity Payout is cut by 50% in 2011; Eliminated in 2012
6)Sick Leave Annual Incentive Payout eliminated in 2012
7)Dental Insurance eliminated in 2012
8)Seasonal time frame extended to March – November
9)New Hires Contribute 20% toward Health Insurance Premium
10) Article 4 – Seniority is amended to read as follows:

Section 5: In reducing employee personnel within the department, the City shall determine necessary skills needed for the position. Such employee may post to any position for which he/she may qualify within his/her department that his/her seniority will permit he/she to hold.

Section 6: Whenever it becomes necessary to employ additional workers within a department either in vacancies or new positions therein, former qualified employees who have been laid off within one (1) year prior thereto, provided they possess the necessary skills, shall be entitled to preference to all other persons. The appropriate department head shall determine the qualifications of the employee.

Section 7 is eliminated.

11)New Hires Sick Leave Payout (80 day Bank) is restructured as follows:

Employees with a hire date of January 1st, 2011 and later terminating their employment shall have vested rights in the first 80 days of sick leave in the ninety (90) day account only, and shall receive a severance pay from that account as follows:

	Percent of Accumulated Days
At completion of 11 years	8%
At completion of 12 years	16%
At completion of 13 years	24%
At completion of 14 years	32%
At completion of 15 years	40%
At completion of 16 years	48%
At completion of 17 years	56%
At completion of 18 years	64%
At completion of 19 years	72%
At completion of 20 years	80%

Any employee qualifying under this (Section 7) schedule with a hire date of January 1st, 2011 and later, terminating his/her employment with the City, shall be compensated for the applicable number of days at his/her hourly rate, based on straight time, in effect at the time earned.

3. Adjournment
Motion by Flynn/King, all present voting aye, to adjourn at 12:48 PM. Motion carried.

Minutes submitted by,
CW King, Chairman

Section 2. Employees may take their vacations at any time of the year upon mutual agreement with the department head / designee. No more than two (2) employees shall be allowed to take vacation at the same time, except with the approval of the department head / designee. If the department head / designee does not give approval, and more than two (2) employees sign up for the same week, seniority shall prevail. Departments with three (3) or less employees shall only be required to release one (1) employee for vacation, except with the permission of the department head / designee. When taking vacation, employees shall take no less than one-half (½) day vacation at a time.

Section 3. All vacation shall be paid at the rate and classification the employee carries at the time vacation is taken.

2011-2012 Contract

ARTICLE 7 - SICK LEAVE

Section 1. Employees shall be paid while on sick leave at regular hourly rate of pay and charged only for those hours, if less than a full day, absent from work due to sickness. In order to qualify for sick leave, all employees must report that they are sick not later than one-half (½) hour before the earliest time for which they are to report for work unless becoming sick during work hours or in case of emergency.

Section 2. Each employee on sick leave is subject to verification of such illness by a City representative. A doctor's statement may be requested before sick leave is paid.

Section 3. Any employee who is found to have violated any sick leave regulation is subject to discipline or discharge, subject to the grievance procedure.

Section 4. Sick days shall be accumulated at the rate of one (1) day per month to a total of ninety (90) days.

Section 5. Sick days accumulated in excess of ninety (90) days shall be accounted for each December 31st. One-half (½) of those accumulated days shall, on the following January 15, be credited to a "special sick leave bank" which shall be used only in emergencies and when all other sick leave credits have been exhausted.

Section 6. Sick days used shall be withdrawn first from the ninety (90) day account. Sick days in the "special sick leave bank" shall be used only after the ninety (90) day account is depleted and in case of extreme emergency.

Section 7. Employees hired before January 1, 2011, terminating their employment shall have vested rights in the first 80 days of sick leave in the ninety (90) day account only, and shall receive a severance pay from that account as follows:

	Percent of Accumulated Days
At completion of 11 years	10%
At completion of 12 years	20%
At completion of 13 years	30%
At completion of 14 years	40%
At completion of 15 years	50%
At completion of 16 years	60%
At completion of 17 years	70%
At completion of 18 years	80%
At completion of 19 years	90%
At completion of 20 years	100%

Section 8. Any employee qualifying under Section 7, terminating his/her employment with the City, shall be compensated for the applicable number of days at his/her hourly rate, based on straight time, in effect at the time of severance; provided, however, that employees may, at their option and with prior written notice to the Employer, direct that the amounts due them be applied to his/her health insurance premiums.

Section 9. Employees hired on or after January 1, 2011, on terminating his/her employment, shall have vested rights in the first 80 days of sick leave in the ninety (90) day account only, and shall receive a severance pay from that account as follows:

	Percent of Accumulated Days
At completion of 11 years	8%
At completion of 12 years	16%
At completion of 13 years	24%
At completion of 14 years	32%
At completion of 15 years	40%
At completion of 16 years	48%
At completion of 17 years	56%
At completion of 18 years	64%
At completion of 19 years	72%
At completion of 20 years	80%

Section 10. Any employee qualifying under Section 9, on terminating his/her employment with the City, shall be compensated for the applicable number of days at his/her hourly rate, based on straight time, in effect at the time earned.

Section 11. Any employee whose employment with the City is terminated by the City for cause shall lose all vested rights in the "80 day sick leave account."

ARTICLE 8 - LEAVE OF ABSENCE

Section 1. Applications for leave of absence for personal reasons shall be made to the Union, presented to the superintendent by the Union. The granting of such leave and the length of time for such leave shall be contingent upon the reasons for the request. The superintendent or department head may grant leaves of absence fourteen (14) calendar days or less without further authorization of the labor committee of the City Council. Leaves of absence for more than fourteen (14) calendar days shall be discussed with the superintendent by the Union. The superintendent shall present such requests to the Council labor committee with a recommendation, and if approved by Council labor committee and City Council. In the event of an emergency, approval by the City Council will not be required. The Union shall be notified by the superintendent or department head of the date of the presentation of the recommendation to the Council labor committee. Leaves of absence shall not be allowed for the purpose of taking other employment of any duration.

Section 2. A period of not more then one (1) year shall be granted as leave of absence due to personal illness or for disability due to accident, provided a physician's certificate is furnished from time to time to substantiate the need for continuing the leave. Additional time may be extended in such cases by mutual consent of the Union and the City.

Section 3. Any employee elected to public office shall be granted a leave of absence as is necessary to fulfill the duties of such office. The period of time for such leaves shall be subject to negotiations between the Union and superintendent or department head as well as the Council labor committee.

Section 4. All leaves of absence under this contract shall be without pay, benefits or accrual of benefits, excluding seniority.

Section 5. Seniority shall not accrue during leaves of absence for personal reasons, except that seniority shall accrue for leaves of absence of fourteen (14) calendar days or less.

Section 6. Employees on leave because of illness or injury should be fully able to resume all requirements of the job before returning from such leave of absence.

Section 7. Union officials will be allowed up to five (5) days, annually without pay for the purpose of attending Union conferences and training programs. Union officials must give five (5) days notice to their supervisor. The supervisor may deny the request if it will result in the City paying overtime for a replacement worker.

ARTICLE 9 - EMERGENCY LEAVE

All employees shall be granted three (3) scheduled work days off with pay scheduled by the employee either, (1) between the date of the death and the day after the funeral; or (2) within

Minutes
Committee #2
Labor Negotiations, Personnel, Policy & Administration
April 15, 2013

Committee #2 met on Monday, April 15, 2013 at 8:00 AM in the Council Chambers, City Hall, 30 West Central Street, Chippewa Falls, WI.

Council/Committee Members present: CW King, Bill Hicks, Jane Lardahl, George Adrian.
Others present: Finance Manager/Treasurer Lynne Bauer, City Clerk Bridget Givens, City Engineer/Public Works Director/Utilities Manager Rick Rubenzer, Street & Utility Maintenance Manager Rick Ruf, Police Chief Wendy Stelter.

Call to Order: 8:00 AM

Items of business to be discussed or acted upon at this meeting are shown on the attached agenda below:

1. **Open Session**

(It was agreed upon by the Committee members they will combine Items 5 and 6 when they go into closed session. Any action taken will be reported in open session after Item 6.)

2. **Discuss and clarify Fire Department Battalion Chief pay issues. Possible recommendations to the Council.**

Finance Mgr Bauer requested a clarification regarding battalion chief pay. On November 5, 2012 the Council approved the Fire Department restructuring plan and pay for battalion chiefs (see attached). The pay grid created included a starting pay of $58,531 and an increase to $59,994 one year later. The proposal also included language that the next battalion chief would receive 2.5% less than the top pay or $58,494.15. This creates a third grid amount. Based on the intent of the proposal, Bauer is requesting that there be only two pay grids - $58,531 and $59,994. In addition, the proposal did not specify if the battalion chiefs would receive raises based on management or union status. Because the battalion chief position is not represented, the more appropriate increase would be equal to what other management personnel receive.

Motion by King/Hicks to recommend the pay grids for battalion chiefs be established at $58,531 and $59,994 with battalion chiefs receiving any raises granted to non-represented management personnel. **All present voted aye, motion carried.**

3. **Discuss City cell phone issues and policy. Possible recommendations to the Council.**

The Committee reviewed the proposed cell phone policy. The cell phone policy states a department head may determine if an employee needs a cell phone to perform their job duties. The employee has a choice to use their personal cell phone and receive a stipend or carry a city phone strictly to be used for city business.

Motion by Hicks/King to recommend the Council approve the attached Cellular Telephone Policy. **All present voted aye, motion carried.**

4. **Discuss request to fill vacant Street Department Heavy Equipment Operator Position. Possible recommendations to the Council.**

Public Works Director Rick Rubenzer and Street & Maintenance Manager Rick Ruf requested permission to fill the vacant Street Department Heavy Equipment Operator Position. This position has been vacant since the summer of 2012 and the monies are included in the 2013 budget.

Motion by King/Hicks to recommend the Council approve filling the vacant Street Department Heavy Equipment Operator. **All present voted aye, motion carried.**

5 and 6: Closed Sessions

Motion by King/Hicks to go into closed session under Sec. 19.85 (1) (c), Wis. Stats. for "Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility" to: a) Consider vacation benefits for new hire Matthew Decur, Asst City Engineer; and closed session under WI Statutes 19.85(1)(e) "conducting public business with competitive or bargaining implications" to: a) Discuss labor negotiation issues and strategy; b) review terms of tentative agreement between the City of Chippewa Falls and Local 1241 AFSCME Chippewa Falls City Employees and Chippewa Falls Parks, Recreation and Forestry Department Employees; and c) review terms of tentative agreement between City of Chippewa Falls and Chippewa Falls Professional Police Association; and to include Council Members, Finance Manager, and Police Chief Stelter; may return to open session.

Roll Call Vote: King – Aye; Hicks – Aye; Motion carried.

The Committee discussed the above items.

Motion by King/Hicks to return to open session. **Motion carried.**

Chair CW King reported there was a recommendation made to the Council in closed session to give Assistant City Engineer Matthew Decur five (5) days of vacation upon his hire date.

There were no other recommendations made in closed session.

7. **Discuss pay and benefits for management personnel. Possible recommendations to the Council.**

The Committee discussed a possible pay increase for non-represented management personnel. Finance Mgr. Bauer also requested clarification of the sick leave annual incentive payout that was eliminated in 2012 for AFSCME General and Parks & Recreation employees. It was noted that this will be eliminated for management personnel for 2013.

Motion by Hicks/King to recommend a 1% pay increase for non-represented management personnel retroactive to January 1, 2013. **All present voted aye, motion carried.**

Motion by Hull/Hicks to return to open session. **All present voted aye. Motion carried.**

8. **Adjournment.**

Motion by Hicks/King to adjourn at 9:49 AM. **All present voted aye. Motion carried.**

Minutes submitted by,
CW King, Chair