



Minutes
Committee #2
Labor Negotiations, Personnel Policy & Administration
April 13, 2011

Committee #2 met on Wednesday, April 13, 2011 at 8:00 AM in the Council Chambers, City Hall, 30 West Central Street, Chippewa Falls, WI.

Attendees: CW King, Brian Flynn, Chuck Hull, Mayor Hoffman, George Adrian, Jane Lardahl, Finance Mgr./Treasurer Lynne Bauer, Public Works Director Rick Rubenzer, Police Captain John Liddell, Fire Chief Tom Larson, Fire Dept Secretary Debbie Smith, Library Director Darrell Eschete.

Call to Order: 08:00 AM

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

1. Discuss request to fill vacant firefighter position. Possible recommendations to the Council.

Fire Chief Tom Larson asked the Committee to fill a vacancy created in his department due to an unexpected resignation.

Motion by Flynn/King, all present voting aye, to recommend the Council fill the firefighter vacancy. Motion carried.

2. Update on vacant custodian hiring process. Possible recommendation to the Council.

City staff explained the concerns with having only one custodian covering three City buildings. The second custodian position was funded in the 2011 budget however due to unknown effects of the State Budget cuts, the authorization to fill that position was put on hold. Candidates have been interviewed and staff is requesting permission to move forward and fill this position. It was noted that Committee #1 (Finance Committee) recommended approval of the funding for this position at their meeting held on April 12.

Motion by Flynn/Hull, all present voting aye, to recommend the Council fill the vacant custodian position. Motion carried.

3. Discuss employee request to utilize retirement option from National Insurance Services. Possible recommendation to the Council.

The Committee recently approved using National Insurance Services to create an option that would allow non-union Fire Dept personnel (fire chief and two battalion chiefs) to put their sick and vacation payouts into an account when they retire. The non-union fire department secretary has requested that she be added to this group.

Motion by Flynn/Hull, all present voting aye, to add the fire department secretary to the non-union fire department employees taking advantage of this option. Motion carried.

4. Closed Session

Motion by Flynn/Hull to go into closed session under 19.85(1)(c) “considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility” to: a) Discuss status of employment of street department employee; possible recommendation to the Council; and to include council members, Mayor, Public Works Director Rick Rubenzer, Finance Mgr. Lynne Bauer; and may return to open session. **Roll call vote: Flynn – Aye; Hull – Aye; King – Aye. Motion carried.**

The Committee discussed the circumstances regarding the street department employee.

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

Motion by Hull/Flynn, all present voting aye, to authorize Finance Manager Lynne Bauer to send a separation letter to the street department employee discussed in closed session. **Motion carried.**

5. Adjournment

Motion by Hull/Flynn, all present voting aye, to adjourn at 8:23 AM. **Motion carried.**

**Minutes submitted by,
CW King, Chairman**