

PARKS, RECREATION, AND FORESTRY BOARD MEETING

Thursday, November 29, 2012

1. Call to order by Curt Sepanek at 6:00pm

Roll Call: Members present: Curt Stepanek, Dale Berg, Carmen Muenich, Beth Arenberg, Heidi Hoekstra. Staff Present: Dick Hebert. Mayor Greg Hoffman also present.

2. Personal appearances by citizens: None.

3. Communications: none.

4. Discuss/ Consider:

Megan Robarge and Jane Lardhal arrive at this time.

- a. Department Park Maintenance Structure: Dick Hebert presented a brief history of the park maintenance structure, starting with the first union contract in 1985. He indicated that before the current structure, which is approximately 8 years old, the park maintenance staff was supervised by the Park/ Forestry Supervisor, a salaried, non-union position. When Todd Chwala, former Park/ Forestry Supervisor, left the City, the position was eliminated.

Dick then presented the current park maintenance structure. He briefly described the necessary qualifications and knowledge required for each class. Dick indicated employees in Class IV and Class V positions are vital to the operation of the department. He also added that the most important job of the Class V Working Foreman is working and prioritizing work for the maintenance staff.

- b. Options for filling the Full-Time Park Foreperson position: Dick Hebert presents a structure recommendation to the Park Board. Hebert recommends all new hires to be hired into Class I: Park Maintenance Helper/ Zoo Helper. He would like to see all new employees start here and be eligible for promotion after one year. He classifies the following classes/ jobs in the following order: Class II: Parks Maintenance Assistant/ Zoo Assistant, Class III: Lead Zookeeper/ Lead Forester, Class IV: Lead Building Maintenance, Class V: Working Foreperson. Hebert clarifies that the Class V: Working Foreperson position would be one person, paid hourly, in the union. There is some discussion on advantages and disadvantages of having the position in the union. At this time, Dick directs the Park Board's attention to the non-union salary structure, highlighting the Rec Supervisor and Director salaries, giving a brief history of the salary of these positions. There is concern from Carmen regarding the timeline for increasing the Recreation Supervisor's salary. Dick indicates that he was only bringing it to the Park Board's attention.

At this time, Carmen Muenich presents an alternate structure recommendation to the Park Board. Part 1 of Carmen's proposal is to have Joe discontinue doing zoo work and perform park maintenance full time. Part 2 of the alternate proposal is to create a new position with a title of Zoo Keeper/ Grounds/ Maintenance. This position will spend 4 hours per day in the zoo and 4 hours per day as maintenance. Part 3 of the alternate proposal is to move the current Class II: Zookeeper position out of the union and give a new title of Zoo Manager. For 2 hours each day, the Zoo Manager would assist the

Director and Maintenance Supervisor in doing zoo related items that they currently do. The Zoo Manager position would also perform the following additional duties: covering for Maintenance Supervisor when absent, coordinate volunteers for "Park and Zoo," establish a recycling program for profit, order and pick up park and zoo supplies, deliver time cards and bills to be paid to the office, any additional tasks to help the Maintenance Supervisor and keep that employee doing maintenance. Carmen also lists several other duties not listed in his handout.

Carmen also proposes to take the current Class V: Working Foreperson out of the union and pay at a salary grade 9. The proposed new position, Zoo Manager, would be a non-union employee at salary grade 8.

Dick Hebert passes out an outline of the current Maintenance Staff duties and total working hours the staff has in a week. He indicates that the most important duties of the zookeeper are cleaning, feeding, and enrichment. Hebert draws attention to the handout, highlighting that Carmen's proposal will take away an additional workday from Maintenance, a number that has been cut in previous years from 25 working days to the current 15 working days. Dick reminds the Park Board of the size of our park system: from CTY HWY S to Bridgewater, Marshall Park that includes tennis courts, community gardens, trails, and rose/ lily gardens, Casper Park, the Outdoor Pool, and our 10 neighborhood parks. Dick indicates that we cannot afford to lose another working day of maintenance and still continue to provide the same level of cleanliness and service to the citizens and visitors of Chippewa Falls. Dick indicated that the zookeeper does not know how to fix things and putting the Class II: Lead Zookeeper position in a position where the employee will need to know that information will not be helpful to the department. Dick points out that we at our current staffing level, we only have time to do the "haves" not the "shoulds."

Curt Stepanek discusses the proposals and cautions the Park Board against doing more with less again.

Carmen proposes a compromise to move the Class V: Working Foreperson position out of the union and use his title, "Parks and Recreation Maintenance Supervisor," and keep the zookeeper at the same class. The proposal is put aside.

There is a discussion regarding concern that no current employee will want to move out of the union because they will not be paid hour-for-hour. The Park Board considers the advantages and disadvantages of having the Working Foreperson position non-union.

- c. **Park Board Recommendation for filling the Full Time Park Foreperson position: Motion by Carmen Muenich, seconded by Curt Stepanek, to accept Dick's structure recommendation proposal as presented and to withdraw Carmen's proposal. Curt and Carmen voting aye. Dale Berg, Heidi Hoekstra, Beth Arneberg, and Jane Lardhal voting no. Motion fails.**

Dick states that there is a consensus that we need a working foreperson regardless of union or non-union and whether the position can or will be filled by a current employee. Dick states that no City or Parks and Rec department has a non-union worker because of the current union contracts and union structure. This will be something that may be

possible after January 1. At this time, there is additional discussion about the advantages and disadvantages of a salaried supervisor-worker.

Motion made by Dale Berg, seconded by Heidi Hoekstra, to recommend to the City to advertise for the working foreman position as a salaried, non-union position, effective January 1, 2013 with a title of Park/ Forestry Supervisor. Heidi Hoekstra, Dale Berg, Carmen Muenich, Beth Arneberg, and Jane Lardhal voting aye. Curt Stepanek voting nay. Motion carries.

Curt Stepanek states that no matter how you restructure, the same positions and jobs will have to be done in our parks.

5. Director's Report: Dick presents PACER ratings for the Irvine Park Roads as a follow up from the November Park Board Meeting. The Engineering Department developed the ratings. There are some roads with low ratings that will need to be replaced, and Dick will present these to the capital improvements projects list. One additional major improvement that he will add to the capital improvements project list will be the pool roof. The last macaque has been taken from the zoo, and 4 new cutamundi and 2 foxes that can be outdoors in the winter were brought. Jen is concerned about the smell and the feasibility of an outdoor winter exhibit for the foxes. The park staff met with Bob Sworski about the zoo design and will meet again before the 12/11/12 Park Board meeting.
6. Park Board Members Concerns or Comments: none
7. Adjournment: **Carmen Muenich makes a motion, seconded by Beth Arneberg, all present voting aye, to adjourn the meeting at 8:06pm.**

Submitted by: Megan Robarge, Recreation Supervisor
December 6, 2012