



**Minutes  
Committee #2  
Labor Negotiations, Personnel Policy & Administration  
December 14, 2010**

**Committee #2 met on Tuesday, December 14, 2010 at 8:00 AM in the Council Chambers, City Hall, 30 West Central Street, Chippewa Falls, WI.**

Committee/Council Attendees: CW King, Brian Flynn, Chuck Hull, Jane Lardahl, George Adrian.

Other Attendees: Public Works Director Rick Rubenzer, Treasurer/Finance Mgr. Lynne Bauer, Police Chief Wendy Stelter, Police Lieutenant John Liddell, Fire Chief Tom Larson, Fire Inspector John Bowe, Utility Office Manager Connie Freagon, AFSCME Union Representative Lance Nelsen, Union employee department representatives.

Call to Order: 8:12 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/Hull to go into closed session under WI Statutes 19.85(1)(e) “conducting public business with competitive or bargaining implications” to A) 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, Police Chief, Union representatives, Finance Mgr./Treasurer Lynne Bauer; may return to open session.**

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

The committee discussed negotiation issues related to a new labor agreement.

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

3. Discussion regarding benefits for new Department Heads. Possible recommendations to the Council.

The Committee discussed the fact that new Department Heads do not receive any vacation time until after one year. Sick time accumulates from the date of hire which they are free to use as soon as it has accumulated. The Committee discussed options for vacation time including leaving it the way it is; giving the finance manager the authority to assist the hiring committee in negotiating vacation time at the date of hire;

borrowing from the one-year accumulation; and giving new department heads a number of days to use after a six month period. The Finance Mgr. was instructed to draft a policy and bring it back to the Committee for review.

4. Discuss health insurance benefits and wage compensation for 2011 for non-union management personnel. Possible recommendations to the Council.

The Committee discussed health insurance benefits and wages for non-union management personnel and whether or not to make changes at this time.

**Motion by Flynn/Hull, all present voting aye,** to switch non-union personnel from the 100/300 deductible health insurance plan to a 200/600 deductible health insurance plan effective January 1, 2011. **Motion carried.** No action was taken regarding wages.

5. Discuss filling the vacant custodian/janitor position. Possible recommendations to the Council.

City Engineer/Public Works Director Rick Rubenzer distributed the janitor job description (attached) and asked the Committee to approve filling that position. Currently the City contracts with a private firm for cleaning at the Police Department and Library. Maintenance and other custodial work for the City is done by the full-time janitor. It was determined that instead of increasing funds for contracted services, the City would be better served using those funds to fill the vacant janitor position.

**Motion by Flynn/Hull, all present voting aye,** to approve filling the vacant janitor position effective January 1, 2011. **Motion carried.**

6. Discuss filling the battalion chief position. Possible recommendations to the Council.

The Committee discussed separating out the fire chief and battalion chief positions that were combined approximately four years ago. Fire Chief Tom Larson has held both of those positions since that time. Through the budget process, Committee #1 designated funds for one-half year to fill the third battalion chief position.

**Motion by Hull/Flynn, all present voting aye,** to approve separating out the battalion chief and fire chief positions and fill the vacant battalion chief position using the current job description with that position to be filled on July 1, 2011. **Motion carried.**

7. Update on cell phone policy issues. Possible recommendations to the Council.

Finance Mgr. Lynne Bauer is currently working with legal counsel to revise the draft of the cell phone policy presented at an earlier meeting. No action taken.

8. Adjournment.

**Motion by Hull/Flynn, all present voting aye,** to adjourn at 9:20 AM. **Motion carried.**