

## **Minutes of the Personnel, License & Insurance Committee – September 29th 2011**

A meeting of the Personnel, License and Insurance Committee of the City of Prairie du Chien was held on Thursday September 29th 2011 at 6:30 PM in Conference Room #2 of City Hall. Chairperson Linda Munson called the meeting to order.

### **1. CALL TO ORDER/ROLL CALL**

Kathleen Hein absent. ALSO PRESENT – Mayor Dave Hemmer, Police Chief Chad Abram, Police Lieutenant Terry Sprosty, Police Sergeant Kyle Teynor, Alderman Jaaren Riebe, Alderman Mike Jones

### **2. Certification of the open meeting law agenda requirements and approval of the agenda**

MOTION: To certify and approve SECOND: Solomon VOTE: 4-0

### **3. APPROVAL – Minutes of the September 15th 2011 meeting**

ACTION: To approve MOTION: Solomon SECOND: Ames VOTE: 4-0

### **4. DISCUSSION AND ACTION – Motion to rescind a previous vote – Residency Ordinance**

Earlier this month, the Committee approved a new Residency Ordinance for city employees. On September 19th, Alderman Riebe, who was a member of the Personnel Committee at the time, requested a motion to rescind that vote, and bring the item back to the Committee for further discussion. ACTION: To rescind the previous vote and place the proposed residency ordinance on the table MOTION: Ames SECOND: Munson VOTE: 3-1 (Solomon opposed).

Riebe explained why he wanted the item to be brought back was that he wanted more consideration about the part-time employee residency requirements. Chief Abram presented a memo showing that the proposed ordinance could result in additional overtime costs for his department. ACTION: To strike the following clause from the ordinance - All part-time employees of the City of Prairie du Chien shall be required to live within five (5) miles of the corporate boundaries of the City of Prairie du Chien, and in the State of Wisconsin – and replace it with the following language – For the purposed of this ordinance only, a full-time employee shall be defined as any employee who works more than twelve-hundred (1200) hours in a rolling year MOTION: Ames SECOND: Solomon VOTE: 4-0

### **5. DISCUSSION AND ACTION – Proposed Personnel Ordinance**

This was a continuation of the discussion from the previous several meetings. This ordinance would codify the city's current personnel procedures. Discussion was held on each section of the proposed ordinance.

ACTION: To strike Section 22.20 (9) (Sick Pay Bonus), which reads, Any employee that does not use a sick day for a six (6) month period that begins with the Sunday of the first pay period following January 1st and July 1st, and ending with Saturday of the last pay period prior to June 30th and December 31st, shall be paid sixty (60) dollars for each six (6) month period that a sick day was not used, with the payment to be made with the pay period following said six (6) month period, from the Ordinance MOTION: Solomon SECOND: Kozelka VOTE: 4-0

Staff was requested to get a legal opinion on Section 22.12 (1) which reads, No member of the Common Council shall receive compensation from the City for work or services rendered for the City, outside their normal elective duties, without approval of two-thirds (2/3) of the other members of the Common Council, to determine its legality.

ACTION: To strike Section 22.18 (Longevity) from the Ordinance MOTION: Solomon SECOND: Kozelka VOTE: 4-0

ACTION: To send Ordinance 2011-29 (Personnel Ordinance) to the Common Council for a vote no earlier than the October 18<sup>th</sup> meeting MOTION: Solomon SECOND: Ames VOTE: 4-0

**6. ADJOURN (8:35 PM)**

MOTION: Solomon SECOND: Kozelka VOTE: 4-0

Submitted by City Administrator Aaron Kramer