

**MINUTES OF THE PERSONNEL COMMITTEE MEETING
HELD AT THE CITY OF CUDAHY MUNICIPAL BUILDING,
5050 S LAKE DR. CUDAHY, WI, ON
Tuesday, September 17, 2013**

ROLL CALL

Ald. Schissel called the meeting to order at 5:30 PM. The following answered, "present" to roll call: Ald. Morales, Schissel, Hollenbeck, Litkowiec and Bartoshevich. Mayor Hohenfeldt, Deputy Clerk Toms-Neary, Public Health Officer Whitmore, Fire Chief Mayer, DPW Director Lange and Comptroller Williamson were also in attendance.

MEETING STATEMENT

The proper open meeting statement was read at this time.

1. **MOTION BY ALD. LITKOWIEC, SECOND BY ALD. HOLLENBECK** to agree to lay over any items until the next meeting that will require more information and in depth discussion. On the roll call vote, motion carried unanimously.
2. Discussion and appropriate action regarding the request of Director of Public Works to fill two general labor positions due to retirements. **MOTION BY ALD. BARTOSHEVICH, SECOND BY ALD. LITKOWIEC** to approve. On the roll call vote, motion carried unanimously.
3. Discussion and appropriate action regarding the request of Director of Public Works to fill a vacated general labor position and hire a Chief Mechanic in the Department. **MOTION BY ALD. BARTOSHEVICH, SECOND BY ALD. LITKOWIEC** to approve. On the roll call vote, motion carried unanimously.
4. Discussion and appropriate action regarding request of Fire Chief to fill vacant position due to retirement of one employee. Fire Chief Mayer stated that he would like to hire by March 1, 2014. **MOTION BY ALD. MORALEZ, SECOND BY ALD. HOLLENBECK** to approve. On the roll call vote, motion carried unanimously.
5. Discussion and appropriate action regarding request of Public Health Officer to reorganize Health Department and establish a part time position with no increase to 2014 budget. **MOTION BY ALD. LITKOWIEC, SECOND BY ALD. BARTOSHEVICH** to approve. On the roll call vote, motion carried unanimously.
6. Discussion and appropriate action regarding request of Mayor for Part Time Marketing/Communications position if it can be worked into the 2014 budget. **MOTION BY ALD. MORALEZ, SECOND BY ALD. LITKOWIEC** to approve. On the roll call vote, motion carried unanimously.
7. Discussion and appropriate action regarding request from Mayor to solicit Requests for Proposal for Contracted Assessment Services. **MOTION BY ALD. HOLLENBECK, SECOND BY ALD. BARTOSHEVICH** to approve. On the roll call vote, motion carried unanimously.
8. Discussion and appropriate action regarding request from Mayor relating to Director of Finance Position. Mayor Hohenfeldt recommended that the Finance Director job description be changed having the position report to the Mayor rather than the Comptroller and that the Personnel Committee appoint the Finance Director as Deputy Comptroller. **MOTION BY ALD. BARTOSHEVICH, SECOND BY ALD. HOLLENBECK**

- to approve recommendations of the Mayor. On the roll call vote, motion carried unanimously.
9. Discussion and appropriate action regarding salary compensation for Non Represented employees. After lengthy discussion, no action was taken.
 10. **MOTION BY ALD. LITKOWIEC, SECOND BY ALD. BARTOSHEVICH** to adjourn into closed session at 6:28 P.M. per sec. 19.85(1)(c),(e), and (g), Wis. Stats. To discuss employee compensation issues, labor agreement negotiations, pending grievances and litigation and likely litigation, specific employee matters. A) Update on Fire Department Grievance; B) Police Department Personnel matter; C) Update on Police Association arbitration; D) Update on Prohibited Practice complaint by DPW (2011); E) Update on Prohibited Practice complaint by DPW (2013) and F) Discussion regarding specific non rep management employees if necessary. On the roll call vote, motion carried unanimously.
 11. Adjourn closed session and reconvene in open session. **MOTION BY ALD. LITKOWIEC, SECOND BY ALD. BARTOSHEVICH** to adjourn closed session and reconvene in open session at 6:49 P.M. On the roll call vote, motion carried unanimously.
 12. Necessary action on closed session items. **MOTION BY ALD. BARTOSHEVICH, SECOND BY ALD. HOLLENBECK** to approve action regarding Police Department Personnel as discussed in closed session. On the roll call vote, motion carried unanimously.
 13. Adjourn. **MOTION BY ALD. BARTOSHEVICH, SECOND BY ALD. HOLLENBECK** to adjourn at 6:50 P.M.

Attest:
Mary Schissel, Chairperson