

City of Sheboygan
2016-12-27

AGTSK8730506

CITY OF SHEBOYGAN

SALARIES AND GRIEVANCES COMMITTEE TUESDAY, DECEMBER 27, 2016

Chair Donohue called the meeting to order at 1: 00 p.m. The Pledge of Allegiance followed.

COMMITTEE MEMBERS PRESENT: Chair Mary Lynne Donohue, Vice-Chair Joe Heidemann, Alderperson Todd Wolf
NOTICE: Alderperson Scott Lewandoske attended via cell phone.

COMMITTEE MEMBER ABSENT: Alderperson Andrew Schneider

STAFF/OFFICIALS PRESENT: Mayor Michael Vandersteen, Alderperson James Bohren, Alderperson John Belanger, Fire Chief Michael Romas, Finance Director Nancy Buss, Deputy Chief Vernon Koch, Assistant City Attorney Rose Simon-Silva

MINUTES

Motion by Alderperson Wolf, seconded by Alderperson Heidemann to approve the minutes of December 12, 2016. Motion carried.

ITEMS FOR DISCUSSION & POSSIBLE ACTION

3.1 G.O. No. 35 - 16 - 17 / December 19, 2016 / Doc.
6.3 / An Ordinance amending Section 82 - 33 of the Sheboygan Municipal Code so as to add a part-time code enforcement officer position in the City Development Department for the City of Sheboygan.

Motion by Alderperson Wolf, seconded by Alderperson Heidemann to recommend the City Council approve General Ordinance No. 35 - 16 - 17. Motion carried.

3.2 Res. No. 162 - 16 - 17 / December 19, 2016 / Doc.
4.6 / A Resolution approving the amendments to the Non-Represented Employee Benefits Policy, Policy Number HR 101.

Sandy Rohrick, Director of Human Resources and Labor Relations presented to the committee the changes/updates to the Non-Represented Employee Benefits Policy:

Protective Service Non-Represented Employees must establish a residence within 15 miles of City Boundaries Change the language from "Protected Service Battalion Chief" to "Fire Command", where applicable Discretionary Paid Time Off for 24 -hour Battalion Chiefs (four tours) At the time of the promotion into the Command Staff (less Fire Chief), allow employee to retain the retirement benefits earned at time of promotion "OR" follow applicable Non-Represented retirement benefits (Tier II or III, depending on start-date of promotion). (Said election to be made at time of retirement notification). Motion by Alderperson Wolf, seconded by Alderperson Heidemann to recommend the City Council approve HR- 101 - 17 Employee Benefits Policy with the changes. Motion carried.

3.3 Res. No. 163 - 16 - 17 / December 19, 2016 / Doc.

4.7 / A Resolution establishing an Employee Anniversary Award Program beginning in 2017 for eligible employees.

Motion by Alderperson Heidemann, seconded by Alderperson Wolf to approve Resolution Number 163 - 16 - 17, recommending the City Council approve the Anniversary Program.

Director of Human Resources and Labor Relations, Sandy Rohrick, mentioned one concern to the committee regarding the schedule of benefit distribution (gift certificate or anniversary gift), stating that it appears a gift of this nature will require an end-of-the-year payroll calculation based on FLSA (Fair Labor Standards Act) requirements.

Mayor Michael Vandersteen stated that this should be sent back to the committee for discussion.

Motion by Alderperson Wolf, seconded by Alderperson Heidemann to refer back to Salaries and Grievances for another opinion/option. Motion carried.

3.4 Res. No. 164 - 16 - 17 / December 19, 2016 / Doc

4.8 / A Resolution establishing an Employee Referral Bonus Program beginning in 2017 for eligible employees.

Motion by Alderperson Heidemann, seconded by Alderperson Wolf to amend the policy, under section
3.0

to state "invite friends or family members (excluding immediate family members, which includes child, parent, step children)" Motion carried.

Motion by Alderperson Heidemann, seconded by Alderperson Wolf to amend the

policy under section
3.0 total reward of \$250 would be divided if there are more than
one referring employees.

Motion carried.

Motion by Alderperson Heidemann, seconded by Alderperson Wolf recommending the City Council approve the HR 135 Employee Referral Bonus Program with the two amendments. Motion carried.

4. ADJOURN

Motion by Alderperson Heidemann, seconded by Alderperson Wolf to adjourn at 2:40 p.m. Motion carried.