

**PERSONNEL COMMITTEE
COUNCIL ROOM, CITY HALL
MONDAY, JANUARY 22, 2024
2:00 P.M.**

The Personnel Committee was called to order by Chair Barbara Petkovsek. On roll call: Council Members Barbara Petkovsek, Julie Counsell, William Neville III and Mayor Duane Poeschel present.

Also present: Fire Chief Matt Meyer, Police Chief James Mankowski, Director of Public Works Luke Friemoth and City Clerk-Treasurer Rex R. Roehl.

Chair Petkovsek declared the minute of the previous meeting approve as filed with the City Clerk.

Director of Public Works Luke Friemoth reported that an employee has been diagnosed with a medical condition. It was caught early, treatment is in progress, but it is not known how long it is going to be. Friemoth has the same certifications as the employee and will be handling the DNR requirements. Would employee leave sharing be possible.

Director of Public Works Friemoth presented total employee compensation information examples.

Chair Petkovsek presented a draft employee letter to communicate the employee's benefits which would go along with the employee compensation information.

Council Member Counsell stated that there are pros and cons in putting out the information. The goal is to educate the employee and get them a clear picture of their compensation, it is not just a pay check or hourly wage. They could go to another employer and say can you make it better.

Chair Petkovsek stated the City is strapped by levy limits, the police union employees are locked into a two year contract.

Discussion continued on the draft employee letter.

Chair Petkovsek announced a closed session per Section 19.85(1)(c) of Wis. Stats. to consider employment, promotion, compensation, performance or evaluation of public employees over which the City of Neillsville has jurisdiction or exercises responsibility, specifically wages, benefits and conditions of employment in regard to reviewing Workers Compensation claim by Firefighter and may reconvene into open session.

Motion Poeschel, second Neville, to invite Fire Chief Meyer and Police Chief James Mankowski, Director of Public Works Luke Friemoth and City Clerk-Treasurer Roehl, to remain for the closed session, Deputy Clerk-Treasurer Michelle Grap to be admitted when called for and Cristin Fieber, Senior Claim Representative, United Heartland be admitted via telephone. All Aye.

Motion Poeschel, second Neville, to go into closed session per Section 19.85(1)(c) of Wis. Stats. to consider employment, promotion, compensation, performance or evaluation of public employees over which the City of Neillsville has jurisdiction or exercises responsibility,

specifically wages, benefits and conditions of employment in regard to reviewing Workers Compensation claim by Firefighter and may reconvene into open session. On roll call: All Aye.

CLOSED SESSION

Motion Counsell, second Neville, to reconvene into open session. On roll call: All Aye.

Chair Petkovsek read Assistant Clerk-Treasurer Penny Gehrke's letter of resignation.

Motion Poeschel, second Neville, to recommend to the Common Council to accept Penny Gehrke's letter of resignation. All Aye.

Discussion followed on the position vacancy in the Clerk-Treasurer office, how to do things differently, combining the Assistant position and IT position going forward, possibly with more hours and benefits.

Council Member Counsell stated that the IT position came about when the City purchased this bank building, we did not go out and look for someone. Barb Boyer filled the spot during the transition from downtown to here and other work has been found for the position.

Discussion followed on job descriptions, IT technology, workers compensation, Human Resources, employee relations, employee retention, developing a pay matrix, funding, levy limits, communication between the Council Members and employees, citizen concerns and input, etc.

Motion Poeschel, second Neville, to table the position vacancy in the City Clerk-Treasurer's office until the next meeting. All Aye.

The next meeting is set for Wednesday, January 31, 2024 at 1:00 P.M.

Motion Poeschel, second Counsell, to adjourn. All Aye.

Barbara Petkovsek, Chair

Rex R. Roehl, Clerk