

**PERSONNEL COMMITTEE
CONFERENCE ROOM, CITY HALL
MONDAY, MARCH 3, 2025
2:30 P.M.**

The Personnel Committee was called to order by Chair Barabara Petkovsek. On roll call: Council Members Barabara Petkovsek and William Neville IV and Mayor Dewey Poeschel present. Council Member Julie Counsell absent.

Also present: Director of Public Works Luke Friemoth and City Clerk-Treasurer Rex R. Roehl.

Motion Poeschel, second Neville, to approve the minutes of the December 18, 2024 meeting as presented. All Aye.

There were no appearances.

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 as related to Public Works Department performance evaluation and may reconvene into open session.

Motion Neville, second Poeschel, to invite non-committee members to remain for the closed session. All Aye.

Motion Neville, second Poeschel, 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 as related to Public Works Department performance evaluation and may reconvene into open session. On roll call: All Aye.

CLOSED SESSION

Motion Poeschel, second Neville, to reconvene into open session. All Aye.

Chair Petkovsek stated that the Committee has started working on job descriptions-we have some basic ones for the Clerk-Treasurer and Recreation Director, Director of Public Works Friemoth has some for his department, the Library employees are under the Library Board and Chief Mankowski is working on the Police Department. The City has applied for 2024 Innovation Planning Grant with the WI Department of Revenue. Jay Shambeau and Jess Wildes have started Innovative Public Advisors who have helped with the grant submission process at no cost; if the City is awarded the grant, then Innovative Public Advisors would be retained to conduct a study: Seeking Partnerships and Efficiencies: A study of the City of Neillsville's Police, Public Works and Municipal Staff-the cost would be \$23,500.

Chair Petkovsek stated that the City currently uses a single pay schedule, but there are different ones available.

Friemoth stated that the City has a step program for Public Works. New hires are on probation until they obtain either a wastewater basic and one subclass license or water basic and one subclass license then they get a predetermine increase over four years. There are the two basic license-wastewater and water plus nine subclass licenses. Under the current step program there is no incentive to continue on with the subclasses once the initial license is obtained, they automatically get the steps, he would like to see the pay increases attached to each certification (example at \$0.50 per certification the new hire would start \$4.50 below the base wage or \$17.58 / \$22.08-\$4.50).

Discussion followed on developing a matrix, jobs getting more complex and requiring different skill levels that what an employee was hired for, department heads being trained to do performance evaluations, etc.

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

Barbara Petkovsek, Chair