

It is expected that a Quorum of the Administration Committee, Board of Public Works, and Common Council will be attending this meeting: (although it is not expected that any official action of any of those bodies will be taken)

**CITY OF MENASHA
PERSONNEL COMMITTEE
Third Floor Council Chambers
140 Main Street, Menasha
November 17, 2014
7:00 PM
Or immediately following Public Works**

AGENDA

- A. CALL TO ORDER
- B. ROLL CALL/EXCUSED ABSENCES
- C. MINUTES TO APPROVE
 - 1. [Personnel Committee, 8/18/14](#)
- D. ACTION/DISCUSSION ITEMS
 - 1. [Consideration of salary increases for City non-represented employees effective 1/4/15 as per 2015 Budget.](#)
- E. ADJOURNMENT

"Menasha is committed to its diverse population. Our Non-English speaking population and those with disabilities are invited to contact the Menasha City Clerk at 967-3603 24-hours in advance of the meeting for the City to arrange special accommodations."

CITY OF MENASHA
PERSONNEL COMMITTEE
Third Floor Council Chambers
140 Main Street, Menasha
August 18, 2014
MINUTES

A. CALL TO ORDER

Meeting called to order by Chairman Englebert at 7:52 p.m.

B. ROLL CALL/EXCUSED ABSENCES

PRESENT: Aldermen Keehan, Englebert, Benner, Nichols, Taylor, Sevenich, Langdon, Mayor Merkes

EXCUSED: Alderman Zelinski

ALSO PRESENT: CA/HRD Captain, DPW Radtke, ASD Steeno, DDMO Alix, Clerk Galeazzi

C. MINUTES TO APPROVE

1. [Personnel Committee, 8/4/14](#)

Moved by Ald. Langdon, seconded by Ald. Keehan to approve minutes.

Motion carried on voice vote.

D. ACTION/DISCUSSION ITEMS

1. [Public Works Operations – Addition of Lead Person Position](#)

DDMO Alix explained the lead person position would be an on-site supervisor to lead and direct the crew. This person will assist managers to enable the Public Works Field Operations to be as efficient as possible. The plan is to promote from within so it will not be adding to the number of Public Works employees.

General discussion ensued on the need for the position, filling the position.

Moved by Ald. Sevenich, seconded by Ald. Taylor to recommend to Common Council to authorize the creation of one Lead Person position in the Public Works Department, adding it to the table of organization without increasing the number of employees in the department and the pay range for the position is as outlined in the memo dated 8/14/14.

Motion carried on roll call 8-0.

E. ADJOURNMENT

Moved by Ald. Nichols, seconded by Ald. Keehan to adjourn at 8:05 p.m.

Motion carried on voice vote.

Respectfully submitted by Deborah A. Galeazzi, WCMC, City Clerk



MEMORANDUM

Date: November 13, 2014

To: Personnel Committee

From: Pamela A. Captain
PAC

RE: 2015 Non-Represented Employee Cost of Living Salary/Wage Increase
(Excluding Library/Police Supervisory)

The proposed 2015 budget includes a 1% pay increase for non-represented employees (excluding police supervisory lieutenants). We are requesting Common Council approval of a 1% pay increase effective January 4, 2015 for non-represented employees (excluding library*/police supervisory**). The January 4th effective date coincides with the beginning of the first pay period in 2015.

This increase is below the CPI-U available increase. The Wisconsin Department of Revenue has advised that the maximum increase applicable to certain one year collective bargaining agreements with a term beginning January 1, 2015 (excluding police/fire/transit) is 1.57%.

FISCAL IMPACT

The impact of implementing a 1% pay increase for non-represented employees is approximately \$60,000.

RECOMMENDED MOTION

Approve a 1% pay increase for non-represented employees, excluding police supervisory lieutenants, effective January 4, 2015.

*The library board sets wage/salary increases for library employees.

**The wage plan associated with police supervisory lieutenants is tied to the police union contract.