



**MINUTES**  
**COMMITTEE #1**  
**REVENUES, DISBURSEMENTS, WATER AND WASTEWATER**  
**and**  
**COMMITTEE #2**  
**LABOR NEGOTIATIONS, PERSONNEL, POLICY AND ADMINISTRATION**  
**April 14, 2022**

**Committee #1 - Revenues, Disbursements, Water and Wastewater and Committee #2 – Labor Negotiations, Personnel, Policy and Administration met on Thursday, April 14, 2022 at 10:00 am (immediately following the scheduled Committee #1 Meeting) in the Council Chambers, City Hall, 30 West Central Street, Chippewa Falls, WI.**

Committee Members present: John Monarski, Rob Kiefer, Paul Nadreau, and Chuck Hull.  
Mayor/Other Council Members present: Jason Hiess  
Others present: Finance Manager/Treasurer Lynne Bauer, Director of Public Works/City Engineer/Utilities Manager Rick Rubenzer, City Planner/Transit Manager Brad Hentschel, Police Chief Matt Kelm, Fire Chief Lee Douglas, Parks, Recreation and Forestry Director John Jimenez, Library Director Joe Niese, Street and Utility Maintenance Manager Rick Ruf, Police Lt. Brian Micolichuk, Police Lt. Ryan Douglas, Fire MPO/Paramedic Greg Bowe, FF/CC-Paramedic John Goodman, Utility Office Manager Connie Freagon, and City Clerk Bridget Givens.

Call to Order: 10:21 am

- 1. Discuss placement of new police lieutenant on pay grid and discuss impact to other existing officers on pay grid. Possible recommendations to the Council.**

Following the retirement of Lt. BeBeau, Ryan Douglas was promoted to lieutenant. Discussion was had relative to where Lt. Douglas should be placed on the administrative pay grid. Lt. Micolichuk, who has been in the position for over nine years, is currently at Step 15G. Concern was expressed with placing the new lieutenant at the same pay step. It was thought there would be enough funds in the Police Department budget based on newly hired officers paying their share of WRS or from being an officer short in 2022 to cover any adjustments.

**Motion by Kiefer/Hull to recommend Council approve placing the new lieutenant at Step 15G on the pay grid and to move the current lieutenant to Step 15 Max retroactive to Tuesday, April 12. All present voting aye, motion carried.**

- 2. Discuss incentivizing the night shift schedule for police sergeants. Possible recommendations to the Council.**

Due to the promotion of Lt. Douglas, there is a sergeant vacancy. Chief Kelm requested to incentivize personnel to apply for this position as they would be on the night shift for a number of

years. He recommended a combination of additional time off and an additional amount on the shift differential. The Committee discussed the fiscal impact of the incentives. It was thought that funding from the open officer position could help offset the overage in 2022.

**Motion by Monarski/Hull** to recommend Council approve an additional \$.70/hour shift differential and accrual of two days of comp time per trimester for night shift police sergeants effective with the first pay period in June. **All present voting aye, motion carried.**

**3. Discuss issues related to hiring seasonal workers and potential solutions. Possible recommendations to the Council.**

Parks and Recreation Director Jimenez and Street and Utility Maintenance Manager Ruf appeared to advise the Committee of the issues they are having with hiring seasonal staff. Concern was expressed with the starting rate of pay in comparison to other entry-level positions in the private sector. The required staffing numbers were discussed. In an effort to ensure adequate staffing, funding may have to come from omitted budget funds or reserves with the pay being re-evaluated for next season.

**Motion by Kiefer/Hull** to recommend Council approve paying seasonal maintenance staff in the Street, Utility, and Parks Departments \$15/hour which would also include the one permanent, part-time staff member in the Parks Department. Additionally, the pay for lifeguards shall be set at \$13/hour, with the Assistant Pool Manager compensated at \$14/hour, and the Pool Manager compensated at \$15/hour. The pay increases would begin the first pay period in June and last through the last pay period in August. **All present voting aye, motion carried.**

**4. Discuss recommendations from the Wellness Committee related to uses of the Medica wellness benefit. Possible recommendations to the Council.**

Utility Office Manager Freagon and City Planner/Transit Manager Hentschel appeared on behalf of the Wellness Committee to present potential options (see attachment) for use of the Medica Wellness Benefit. Several options were discussed which would include City offices being closed in observance of Martin Luther King Day and to utilize the day for professional development.

**Motion by Hull/Kiefer** to recommend Council proceed with Plan C as presented in relation to the Medica Wellness Benefit. **All present voting aye, except Monarski who voted no, motion carried.**

**5. Discuss a retention incentive payment for employees. Possible recommendations to the Council.**

The Committee discussed the possibility of utilizing ARPA funds for payment of a retention bonus for employees. Discussion ensued as to whether the funds should be expended in this manner or utilized to offer additional grants to small businesses. The Committee would like to have additional discussions on this item in the future.

**No action taken.**

**6. Motion by Monarski/Hull to go into Closed Session under Wis. Stats. Sec. 19.85(1)(e) for "deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting public business with competitive or bargaining implications" to:**

- a. Discuss labor negotiation issues and strategies;
- b. Discuss Memorandum of Understanding between the City and the Chippewa Falls International Association of Firefighters, Local 1816; and to include Committee/Council Members, Mayor, City Attorney, Bauer, Douglas, Givens and Union Representatives; may return to Open Session.

**Roll Call Vote: Aye – Monarski, Hull, Nadreau, Kiefer. Motion carried.**

The Committee discussed items (a) and (b) above.

**Motion by Monarski/Hull to return to Open Session. All present voting aye, motion carried.**

It was reported that a motion was made, seconded and unanimously approved in Closed Session to approve a Memorandum of Understanding between the City of Chippewa Falls and the Chippewa Falls International Association of Firefighters, Local 1816 pending final approval by Attorney Weld.

#### **7. Adjournment**

**Motion by Hull/Monarski to adjourn at 11:42 am. All present voting aye, motion carried.**

**Minutes submitted by,  
Lynne Bauer, Finance Manager/Treasurer**

City of:	Population:	Full Time Parks Maintenance Staff Starting Wage:	Seasonal Parks Maintenance Staff Starting Wage:	Lifeguards Starting Wage:	Swim Instructors Starting Wage:	Pool Manager Starting Wage:
Middleton	20,568	\$23.00/hr	-	\$12.00/hr	\$14.00/hr	\$20.00/hr
Beaver Dam	16,503	\$22.26/hr	\$12.25/hr proposed: \$15.00/hr	-	-	-
Bellevue	16,266	\$23.92/hr	-	-	-	-
Hudson	14,437	\$25.01/hr	\$14.00/hr proposed: \$18.00/hr	\$11.00/hr proposed \$12.00/hr	-	-
Menomonie	16,609	\$21.00/hr	\$14.00/hr	10.25/hr	\$11.00/hr	\$14.00/hr
Stevens Point	26,229	\$24.66 - \$32.35	\$14.50-\$14.75/hr	\$14.75 - \$15.25		\$16.00/hr
Altoona	7,625	\$22.00 - \$28.00	\$12.50-\$15.00/hr	\$12.50 - \$14.00/hr	N/A	N/A
Eau Claire	68,187	Level I: \$24.36 - 28.37 Level II: \$26.86 - 31.29 Level III: \$28.20 - 32.85	\$13.35 - \$17.81/hr	\$10.25	10.75-11.00	
Rice Lake	8,367	\$28.58/hr	\$16.71/hr	\$12.15-\$13.70/hr	\$15.00/hr	\$16.20/hr
Chippewa Falls	14,740	\$20.75 - \$22.36	\$10.00/hr	\$9.00-\$9.50	No Current Rate	\$11.50-\$12.00

**2022 PERSONNEL REQUESTS/ADJUSTMENTS - FEBRUARY 15, 2022**

DEPARTMENT	2022 APPROVED FUNDING	AMOUNT RECOMMENDED	2022 ESTIMATED COST	2022 ESTIMATED COST	DESCRIPTION
CITY CLERK/FINANCE/ADMIN OFFICES			\$ 69,500		FULL-TIME SHARED POSITION
FIRE DEPARTMENT			\$ 355,000		3 - FULL-TIME FF/EMT POSITIONS (ONE FOR EACH SHIFT)
PARKS & RECREATION			\$ 85,800		FULL-TIME PARK MAINTENANCE POSITION
			\$ 11,800		PART-TIME PARK MAINTENANCE POSITION (LESS THAN 900 HOURS/YEAR)
			\$ 23,942		FULL-TIME PARK MAINTENANCE STAFF HOURLY INCREASE FROM \$22.36 TO \$24.36 (IMPACTS 5 EMPLOYEES)
			\$ 24,250		SEASONAL - PARK/ZOO MAINTENANCE WORKERS INCREASE FROM \$10/HR TO \$12/HR (IMPACTS 10-14 EMPLOYEES) (avg. 800 hrs)
			\$ 3,000		SEASONAL - POOL MANAGER INCREASE FROM \$12/HR TO \$16/HR (IMPACTS 1 EMPLOYEE - ESTIMATED 700 HRS/SUMMER)
			\$ 3,000		SEASONAL - ASST POOL MANAGERS INCREASE FROM \$10/HR TO \$14/HR (IMPACTS 2 EMPLOYEES - 350 HRS EACH)
			\$ 1,900		SEASONAL - POOL CASHIER INCREASE FROM \$7.50/HR TO \$10/HR (IMPACTS 1-2 EMPLOYEES - 700 hrs)
			\$ 49,600		SEASONAL - LIFE GUARDS INCREASE FROM \$9/HR TO \$12/HR (IMPACTS 20-22 LIFE GUARDS - AVG 700 HRS EACH)
POLICE DEPARTMENT			\$ 94,700		OFFICER - 2ND POWER SHIFT OFFICER
			\$ 122,000		DETECTIVE SERGEANT
			\$ 10,595		LIEUTENANTS - STEP INCREASE (BOTH TO 15 MAX)
			\$ 27,750		WAGE INCREASE (UNION - 2021 HOURLY RATES)
PUBLIC WORKS/STREET DEPT			\$ 91,000		FULL-TIME STREET DEPT EMPLOYEE

Committee 1 Meeting  
April 6, 2022

At the February 10, 2022, joint Committee 1 and 2 meeting, there was discussion regarding the \$15,000 wellness benefit received from Medica. The Committee recommended the proceeds could be used to offset premium costs or potentially be put into the Wellness Committee Budget. It was suggested the Wellness Committee prioritize possible uses and bring back ideas to the Committee.

The Wellness Committee has met several times to discuss the Medica Wellness Benefit and propose the following possible scenarios.

The Wellness Committee would like to recommend the City create a Professional Development Day to be used when observing Martin Luther King Day. This would allow all or the majority of employees to attend. Many surrounding municipalities observe MLK Day. The Wellness Committee recommends the day be set up much like other municipality's, having group activities, team building, and speakers in the morning, lunch provided or giving each department a stipend, and then individual department activities in the afternoon.

Plan A - Multi-year (possible five-year) plan using the \$15,000.

- Morning - As outlined above, motivational speakers (every other year depending on cost), group and team building activities, training sessions, ergonomic workshops, etc.
- Lunch provided
- Afternoon – individual department activities, set by department heads. In other municipalities, this time is used for going through files, cleaning, more team building or training, or just catching up.

Plan A can be evaluated during the five-year period in hopes that this can be added to the annual budget when the initial \$15,000 is depleted.

Plan B – Multi-year (possible three-year) plan with individual department stipends

- This plan follows the same agenda as Plan A, but only includes \$10,000
- Divide the remaining \$5,000 by department, based on number of employees. The Wellness Committee felt this money should be used for lunch and learns, fitness equipment, and/or wellness-based activities. Departments would request funding from the Wellness Committee, if the activity is not wellness based, permission from Committee 1 would be needed.

Plan C – Multi-year (possible three-year) plan with City employee apparel.

- This plan follows the same agenda as Plan A, but only includes \$10,000
- Divide the remaining \$5,000 number of employees, two or three City logo apparel items would be selected for employees to choose from. The Wellness Committee would work with vendors to get a quote for items such as fleece, long sleeved, polo, sweatshirts for employees to choose from. At today's employee count, the items would need to average roughly \$35 – 37.50 per item.

If the Professional Development Day is approved, the Wellness Committee requests ample time to organize and book speakers. Thank you in advance for your consideration.