

PERSONNEL COMMITTEE

APRIL 28, 2008

The meeting was called to order at 6:55 p.m. by Pasbrig with the following Roll Call:

Members Present: Pasbrig, Hoy, Nitschke

Members Absent:

Others Present: Mayor Heron, Ald. Smith, Ald. Voss, Ald. Moede, Kathie Wild, Shelley Eilbes, Vern Hilker, Chris Macneill, John Hennig, Jerry Koepp, Sally Kahlhamer, Brian Paynter, Curt Knoll, Mike Matuszewski

Item #2 – Approve the Minutes of March 17, 2008 meeting.

Motion by Hoy, second by Nitschke to approve the above minutes. Motion carried unanimously.

Item #3 – Citizens Comments.

None.

Item #4 – Clerk's Report.

A. Update on 2008-2009 Liquor & Cigarette Licenses.

Kathie explained that all the liquor and cigarette license applications have been sent out. The deadline to return them is this Friday May 2nd. The license year for the liquor and cigarette licenses runs from July 1st to June 30th of the following year. The liquor licenses will be on the May Public Safety meeting for approval and then on the June council meeting.

B. Dates for Open Book & Board of Review.

Open Book is scheduled for Thursday May 15th from 2:00-4:00 p.m. People need to contact Associated Appraisals to schedule an appointment. Board of Review is set for Thursday June 5th from 6:00 – 8:00p.m. All members of the council are members of the board of review. Ald. Voss and Kathie both attended the board of review training last year so we are certified for two years. Kathie passed out to the council the guide for board of review members so everyone can review and understand the process.

Item #5 – Discuss Options for Filling Department of Public Works Vacancy and Possible Recommendation to Council.

Vern handed out to the council a street department work list, general laborer position description, and the memo he put together for the last personnel meeting. Vern explained that the department has 950 hours of vacation, comp time, and personal hours which amounts to a half of a person. Vern is comfortable with Steve Eilbes being the foreman and would like to hire a general laborer at the bottom of the scale. Most of the work done in the department requires someone to have a CDL. Most of the lawn mowing is done in the parks department which if they need help the department does after its normal shift for overtime. There will be substantial money savings with going with a general laborer instead of a street superintendent. There was discussion as to giving Steve Eilbes a stipend of \$.50 per hour extra which would not be part of the pay rate or added on to the pay scale. It would be given to him for taking on additional responsibilities. Vern feels it would be a good idea to get the union to approve the hiring of the general laborer and the stipend. Ald. Smith asked if Steve would also be taking on the weed commissioner duties since in the past this was part of the superintendent's duties and if he would be able to handle these extra duties. Vern expressed that he felt Steve could handle this. Motion by Ald. Hoy, second by Ald. Nitschke to recommend to council subject to approval with the union to hire an individual at the general laborer rate and add a stipend for the current working foreman of \$.50 per hour outside of his current pay rate. Motion carried unanimously.

Item #6 – Discuss Future of Ambulance Service with Regard to Limited Staffing.

John Hennig handed out to the council and reviewed a Mayville EMS fact sheet he compiled. He is

concerned with the declining number of EMT's. They presently have 12 members and one member is retiring the end of May and another two members are planning on retiring this summer or early fall. They have been advertising for new EMT's for a few months and only have had three people apply. They are planning on interviewing two of the applicants. John presented some possible remedies of the problem. They currently have two ambulances in service and one ambulance that serves as a back-up if one of the other ambulances goes down. They are having three licenses EMT's on each call which the state only required two licensed EMT's. Ald. Smith expressed that he would like to see two EMT's on each call and then a driver used. This will allow us to make full use of the ambulances and EMT's. There was a discussion as to the option of having an outside service take over. John explained that there are numerous companies that run ambulance services and they are generally on scene which means there would be someone available 24 hours a day and they would be located within the city. It was brought up that the ambulance service made a profit of \$156,434 last year which that money then goes into the general fund for other operating expenses. This extra revenue would be gone if the city turned the service over to an outside source. The Mayor would like get a true picture of the ambulance service's profit by also looking at the amount of money that is paid on the ambulances through the capital improvements borrowing. This number was not taken into consideration along with the cost of insurance. The Mayor asked John his opinion as to why we have continually had staffing issues. John feels it has to do with the intense training that is involved. He feels the compensation is comparable or higher than other communities however Mayville EMT's do have higher training. Other remedies that were discussed were hiring full time EMT's and looking into hiring EMT's that work in town but that live outside the city. Currently it is required that they live and work in the city. John expressed that the best scenario right now would be to have first responders be drivers until they are able to get more people to be trained EMT's. Mike Matuszewski from 417 Emmer Street spoke on his behalf. His wife is an EMT and expressed that being an EMT takes a lot of time away from their family. There are a lot of people that have a lot of experience and he felt that it would be a good idea to survey the EMS members to see how they feel about having drivers. The EMT's are scared to come forward to express their opinions as they don't want to be seen as trouble makers. He feels it is a good idea to have two EMT's and a driver. The Mayor would like John to put on the next public safety meeting an update as to the EMS staffing.

Item #7 –Adjournment.

Motion by Nitschke, second by Hoy to adjourn at 7:58 p.m. Motion carried unanimously.

Kathie Wild, City Clerk