



## REPORT OF THE HUMAN RESOURCES COMMITTEE

April 3, 2018 Meeting  
Reported to Council on April 11, 2018

Todd Ferkey, Chairperson  
Scott Kellogg, Secretary  
Thaddeus Kubisiak

The Human Resources Committee met at 4:00 p.m. on Tuesday, April 3, 2018, in the Third Floor Conference Room at City Hall, 444 West Grand Avenue, Wisconsin Rapids. Alderpersons Todd Ferkey and Thaddeus Kubisiak were present. Also present were Dawn Urban, Mayor Vruwink, Tim Desorcy, Travis Schalinske, Debbie Nash, Sue Schill, Paul Vollert, and Shane Blaser.

1. Call to order.

The meeting was called to order by Chairperson Todd Ferkey at 4:05 p.m.

2. Benefits presentation from M3.

Since we are waiting for additional information from M3, Chairperson Ferkey made a motion to table this agenda item. Motion was seconded by Alderperson Kubisiak. This item will be moved to a future HR Committee meeting. Motion carried.

3. Review/approve the request from DPW for a lump sum merit pay for its members of .16 percent of their base wages so total pay equals the two percent wage increase provided to other City employees.

Travis Schalinske explained the request. A motion was made by Chairperson Ferkey to approve the request and seconded by Alderson Kubisiak. Motion carried.

4. Review/approve our final proposal from Tyler Technologies for implementation and maintenance of Munis as our HR and Payroll Software.

Chairperson Ferkey made a motion to approve, and Alderperson Kubisiak seconded this motion. Approval was made for initial implementation costs of \$296,000 (including travel) and \$31,500 for initial Hardware and Software requirements costs. Approval was also granted for \$15,000 per year for annual server, back-up, and license maintenance costs as well as annual renewal costs for Munis software (estimated to be \$31,500). Motion carried.

5. Review/approve Parks Maintenance/Arborist modified job description.

Paul Vollert explained the request to modify the current position. Motion by Alderperson Kubisiak and second by Chairperson Ferkey to approve the modified job description and the Skilled Labor Class IV pay grade. Motion carried.

6. Adjourn.

Motion by Chairperson Ferkey and second by Alderperson Kubisiak to adjourn. Motion carried.

The meeting adjourned at 4:44 p.m.