



## Human Resources Committee Meeting Minutes September 3, 2020

### Human Resources Committee

Thad Kubisiak, Chairperson  
Joseph Zurfluh, Secretary  
Jay Bemke

Committee members present (Kubisiak, Bemke, Kellogg- in place of Zurfluh). Also present were Mayor Blaser, Sue Schill, Scott Young, Ryan Hartman, Mary Wolosek and members of the fire department. (Attendees list on file at the City Clerk's Office).

### Agenda

1. Call to order  
Chairperson Kubisiak called the meeting to order at 4:32 p.m.
2. Discuss and consider approval of updating the pay scale for seasonal recreational department positions: scorer/timer, t-ball, soccer, volleyball, basketball, soccer aides, and officials.  
Motion by Bemke, second by Kellogg to approve proposed changes for seasonal recreational department positions as presented. Motion carried, 3-0.  
  
See attachment for proposed wage scales.
3. Discuss and consider approval of updating pay scale for crossing guards.  
Motion by Kubisiak, second by Bemke to approve updating the pay scale for crossing guards as presented. Motion carried, 3-0.  
  
The pay rates presented were as follows:  
  
1-5 years of service, \$13.00 per hour w/o cones, \$14.00 with cones  
5+ years of service, \$13.50 per hour w/o cones, \$14.50 with cones
4. Discuss and consider approval of a change in the firefighter's work schedule from a schedule that consist of 24 hours on duty followed by 48 hours off duty, to a new schedule of 48 hours on duty and 96 hours off duty. The change would be a one-year trial and would require both parties revisit the work schedule in October of 2021 and mutually agree to continue the new schedule beyond the year 2021.  
Motion by Kubisiak, second by Bemke to have HR Manager facilitate further discussion and resolutions to proposed trial schedule with a draft to be presented at October 6<sup>th</sup> HR Committee meeting. Motion carried, 3-0.
5. Discuss and consider approval of a contract with Pagel HR Consulting, for human resources consulting.  
Motion by Kellogg, second by Bemke to approve contract renewal of Pagel HR Consulting, not to exceed \$5000.00. Motion carried, 3-0.

6. Discuss and consider approval of a revision to the emergency sick leave policy, to address employee leave if a dependent is required to quarantine.

Motion by Bemke, second by Kubisiak to approve a revision to the City's emergency sick leave policy to add an additional two weeks (80 hours or equivalent work schedule) of employee leave for leave necessitated because of quarantine orders, and to extend the use of the City's emergency paid sick leave until December 31, 2020. Motion carried, 3-0.

7. Adjournment.

Motion by Bemke, second by Kellogg to adjourn. Motion carried, 3-0. The meeting adjourned at 5:46 p.m.