

## PERSONNEL COMMITTEE

March 12, 2020

A meeting of the Personnel Committee was called to order by Chair Williams at 1:31 p.m. in the Council Chambers. Roll call: Members Williams and Bacon were present. Avenson was excused.

Bacon/Williams to adopt the following agenda:

1. Roll call.
2. Adoption of agenda.
3. Consideration of: Increasing Seasonal Employee Wages.
4. Consideration of: Associated Appraisals Addendum for Assessing Technician Services.
5. Consideration of: Re-establishment of Community Development Secretary to full-time.
6. Adjourn.

Carried.

Municipal Services Director Barker presented increasing starting wages for seasonal employees in an attempt to fill open seasonal positions and to keep in line with other seasonal positions in Door County. It was noted that only about half of the necessary positions were filled at this time. Barker noted that there would not be a fiscal impact if this recommendation were to proceed since one or two fewer seasonal employees would be hired to stay within budget. Williams/Bacon to recommend increasing the starting wage for seasonal employees for ages 16 & 17 to \$11.50 per hour and for ages 18 and over to \$12.50 per hour. Carried.

Community Development Director Olejniczak presented to the Committee a proposal of replacing the Assessing Technician position to a contracted position/addendum with Associated Appraisals. It was noted that current assessing services are provided by Associated Appraisals. Due to the recent resignation of the Assessing Technician and in reviewing the position with Associated Appraisals it was determined that it was uncommon for municipalities to have their own in-house assessing staff. Associated Appraisals provided an Addendum to the current contract for \$22,000 for the remainder of 2020 and \$26,000 for 2021, 2022, and 2023. Bacon/Williams to approve the Addendum with Associated Appraisals for Assessing Services. Carried.

Due to the recent resignation of the Assessing Technician and the assessing services provided by Associated Appraisals, it is the recommendation of staff to reinstate the Community Development Secretary to full time. By doing this, office coverage and other tasks such as meeting agendas and minutes would be covered. There would be a fiscal impact savings. Bacon/Williams to re-establish the Community Development Secretary to full-time. Carried.

Williams/Bacon to adjourn. Carried. The meeting adjourned at 1:46 pm.

Respectfully submitted,

Stephanie L. Reinhardt  
City Clerk/HR Director