

**FINANCE & PERSONNEL COMMITTEE
CITY OF PLYMOUTH, WISCONSIN
128 SMITH STREET, ROOM 303
TUESDAY, APRIL 27, 2021**

UNOFFICIAL MINUTES

1. **Call to order and roll call:** Chair Nelson called the meeting to order at 6:00 PM. On call of the roll, the following members were present: John Nelson, Jim Wilson, Mayor Donald Pohlman, Greg Hildebrand and Amy Odekirk. Also present were City Administrator/Utilities Manager Jordan Skiff, Alders Charles Hansen, Diane Gilson, Jerry Matzdorf, Fire Chief Denis Fellows, and Police Chief Jeff Tauscheck
2. **Election of Committee Chair:** Pohlman nominated Nelson as Committee Chair. Pohlman/Odekirk made a motion to elect Nelson as Chair for the Finance & Personnel Committee. A unanimous aye-vote was cast by the committee.
3. **Approval of meeting minutes for the April 13, 2021 meeting:** Motion was made by Hildebrand/Wilson to approve as stated. Motion carries.
4. **Approve Fire Department hourly wage increase for supervisory officers while working contract events:** Chief Tauscheck is looking for Council approval for an additional \$5.00 per hour increase for fire department officers when working contract events. Officers are acting Lieutenants, Captains and Assistant Fire Chiefs. Each event is bill for services. The cost for an ambulance and two EMT's is \$125 per hour. The cost billed to the event will cover the increase. There will be no additional cost to the city. Motion was made by Wilson/Odekirk to recommend Council to approve Fire Department hourly wage increase for supervisory officers while working contract events. A unanimous aye vote was cast by the committee.
5. **Approve \$8,000.00 purchase of Quantifit2 respirator fit testing system from contingency fund:** Chief Tauscheck is looking for Council approval to replace the Fire Department's Fit Testing system. The current system is unable to connect to the computer and support from the manufacture is no longer available. The system was purchased in 2009. The purchase was not budgeted for 2021, if approved the cost would come out of the city's contingency fund. Motion was made by Hildebrand/Odekirk to recommend Council to approve \$8,000 purchase of Quantifit2 respirator fit testing system from the contingency fund. A unanimous aye vote was cast by the committee.
6. **Approve Fire Department increase in daily 12 hour on-call pay during Fire Chief Vacancy:** Chief Tauscheck explained with the retirement of Chief Fellows the fire department on-call shifts will need to be covered until a replacement chief is hired. Currently the fire chief, as part of his duties, covers on-call shifts Monday through Friday from 6 AM – 6 PM excluding holiday. All other shifts are covered by the fire department officers who receive one hour pay for a 12 hour on-call shift coverage. During the time that the City is without a fire chief they would like the on-call pay to increase to 3 hours of pay per 12 hour shift that was covered by the Fire Chief. The pay increase will end when a Fire Chief is hired. Motion was made by Odekirk/Wilson to recommend Council to approve Fire Department increase in daily 12 hour on-call pay during Fire Chief Vacancy. A unanimous aye vote was cast by the committee.
7. **Entertain a motion to go into closed session pursuant to Wis. Stat. 19-85 (1)(c) considering employments, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction of exercises responsibility – Qualifications and Salary of City Clerk:** Motion was made by Hildebrand/Odekirk to go into closed session. Upon the call of the roll, all voted aye. Motion carries.
8. **Entertain a motion to go into open session:** Motion was made by Hildebrand/Odekirk to go into open session. Upon the call of the roll, all voted aye. Motion carries.

9. **Discussion and possible action on closed session item:** Pohlman/Hildebrand recommended to appoint the current Interim Clerk/Treasurer Anna Voigt as Clerk/Deputy Treasurer for \$50,000.
10. **Adjournment:** Motion was made by Hildebrand/Odekirk to adjourn the meeting. A unanimous aye-vote was cast by the committee. Meeting adjourned at 6:30 p.m

Respectfully submitted by Anna Voigt, Interim Clerk/Treasurer