

**ARLINGTON CITY COUNCIL
SPECIAL MEETING AGENDA
APRIL 14, 2014 AT 5:30 PM
COUNCIL CHAMBERS**

1. Call to Order.
2. 5:30 p.m. Cory Danner – Final Interview for Police Chief Position.
3. 6:15 p.m. Geoffrey Wyatt – Final Interview for Police Chief Position.
4. Decision.
5. Discussion: Three Officer Department.
6. Authorize Preliminary Offer to Police Chief Candidate.
7. Discussion: Future of Pay Scale.
8. Maintenance Supervisor Vacancy.
9. Interim Assistance until New Maintenance Supervisor is in Place.
10. Adjournment.

**ARLINGTON CITY COUNCIL
SPECIAL MEETING MINUTES
APRIL 14, 2014**

The meeting was called to order at 5:30 p.m., Mayor Kreft presiding.

Members present: Mayor Kreft, Jaszewski, Nuesse, Reetz, Ruehling, Wills

Members absent: None.

Also present: City Administrator Donabauer, Kurt Menk, Cory Danner, Geoffrey Wyatt.

The following items were discussed in detail:

2. 5:30 p.m. Cory Danner – Final Interview for Police Chief Position.
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4. Decision.
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No action was taken. The Council, with consensus, agreed to pursue a preliminary conditional offer of employment (pending background, psychological and physical exam) with Geoffrey Wyatt at step 8 (\$27.80). The Council, also with consensus, agreed that they would be interested in pursuing a three officer department as part of the 2015 budget process in coordination with the new Police Chief. Council requested Adm. Donabauer to update former Adm. Jaunich's memo with payroll information to better assess the impact of a three officer department.

As a result of the recent Maintenance Supervisor resignation, Adm. Donabauer explained that she identified comparable cities (in population) with a similar maintenance/street superintendent position to evaluate how the City of Arlington fares in its salary range for its Maintenance Supervisor position. Via LMC's Salary Survey and with personal contact with city representatives, Adm. Donabauer stated that the City of Arlington is in the lower third percentile with comparable cities. She noted that Springfield, a comparable city, offers five additional steps above Arlington's top step in the pay scale for the Maintenance Supervisor position. With consensus, the Council agreed to keep the salary as-is for the Maintenance Supervisor position but consider creating another job classification for a Street Superintendent position with a pay scale that reflects a 10-15% increase over the Maintenance Supervisor position. The Council also discussed creating promotional guidelines demonstrating adherence to budget, OT control, work direction, communication skills, and interpersonal skills which would allow the person in the Maintenance Supervisor position to move up upon reaching the top step of the pay scale.

With consensus, the Council authorized Adm. Donabauer to make a preliminary conditional offer for filling the Maintenance Supervisor position to Tony Voigt at step 11 (\$20.42). Council, also with consensus, authorized Adm. Donabauer to develop a policy that distinguishes how overtime is addressed as a City employee who tends to their volunteer fire fighting duties. Reetz stated that he would be in favor of the City spending funds to ask LMC or a labor attorney to formulate an opinion on how to develop a fair policy.

Formal action to take place at the Monday, April 21st Council Meeting.

Motion by Nuesse, seconded by Wills, and passed by unanimous vote to adjourn the meeting at 7:27 pm.