



# City of Madison

City of Madison  
Madison, WI 53703  
[www.cityofmadison.com](http://www.cityofmadison.com)

## Meeting Minutes - Approved PERSONNEL BOARD

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Wednesday, June 5, 2013

12:00 PM

210 Martin Luther King, Jr. Blvd.  
Room 103A (City-County Building)

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### CALL TO ORDER / ROLL CALL

Others present: Emaan Abdel-Halim, Harper Donahue, Greg Leifer, Mike Lipski, Rick Marx, Michelle Michalak, Jim O'Keefe, Sarah Olson, Robin Piper, Erin Stenson, Julie Trimbell, Bill Vanden Brook

Present: 3 -

Darold D. Lowe; Dana E. Denny and Judy J. Hughes

Excused: 2 -

Malika S. Evanco and Julie A. Graziano

### APPROVAL OF MINUTES

A motion was made by Denny, seconded by Hughes, to Approve the Minutes of the May 1, 2013 meeting. The motion passed by voice vote/other.

<http://madison.legistar.com/Calendar.aspx>

### PUBLIC COMMENT

Rick Marx addressed the board, representing local 60. He commented on items 30307, 30347, and 30297.

### DISCLOSURES AND RECUSALS

No disclosures or recusals.

### NEW BUSINESS

1. [30307](#) Reallocate incumbent Peter Holmgren to the budgeted level of Engineer 3 in the Water Utility budget.

A motion was made by Hughes, seconded by Denny, to Return to Lead with the Recommendation for Approval to the BOARD OF ESTIMATES. The motion passed by voice vote/other.

2. [30347](#)

Retitling the classification series for Water Meter Mechanic 1-3 in Compensation Group 16, Range 9/11/13 (respectively) and Water Meter Field Leadworker to Field Service Representative 1-3 in the same ranges and reallocating incumbents (R. Crocker, N. Malacara, T. Trielof, J. Underberg) into the new classifications. Also, retitling the Water Meter Reader in Compensation Group 16, Range 9 to Field Service Representative in the same range, and reallocate the incumbent, J. Weaver, into the new classification. Lastly, retitling the Water Meter Mechanic Leadworker in Compensation Group 16, Range 15 to Field Service Leadworker in the same range, and reallocate the incumbent, A. Mazzara, into the new classification.

**A motion was made by Hughes to adopt a substitute resolution, see below, seconded by Denny, to Return to Lead with the Recommendation for Approval to the BOARD OF ESTIMATES. The motion passed by voice vote/other.**

**Resolution creating the following classifications in the respective compensation groups and ranges:**

Field Services Representative 1	CG16-09
Field Services Representative 2	CG16-11
Field Services Representative 3	CG16-13
Field Service Leadworker	CG16-15

**And deleting the following classifications in the respective compensation groups and ranges:**

Water Meter Reader	CG16-09
Water Meter Mechanic 1	CG16-09
Water Meter Mechanic 2	CG16-11
Water Meter Mechanic 3	CG16-13
Water Meter Field Leadworker	CG16-13
Water Meter Mechanic Leadworker	CG16-15

**Resolution that the positions #1855 (R. Crocker), #1890 (N. Malacara), #1881 (T. Trieloff), #3161 (vacant), and #1873 (vacant) of the Water Meter Mechanic 1-3 series in Compensation Group 16, Ranges 9 / 11 / 13 (respectively); and the position #1868 (J. Weaver) of the Water Meter Reader classification in Compensation Group 16, Range 9 in the permanent salary detail of the Water Utility budget are repealed and recreated as Field Service Representatives (FSR) 1-3 in the same ranges and the incumbents be reallocated to the new classifications, thereof.**

**Resolution that the position #1850 (J. Brumley) of the Water Meter Reader (LTE) classification in Compensation Group 16, Range 9 in the permanent salary detail of the Water Utility budget is repealed and recreated as a Field Service Representative 1 (LTE) in the same range and the incumbent be reallocated to the new classification, thereof.**

**Resolution that the position #1891(J. Underberg), of Water Meter Field Leadworker in Compensation Group 16, Range 13 in the permanent salary detail of the Water Utility budget is repealed and recreated as a Field Service Representative (FSR) 3 in the same range and the incumbent be reallocated to the new classification, thereof.**

**Resolution that the position #1853 (A.Mazarra) of the Water Meter Mechanic Leadworker in Compensation Group 16, Range 15 in the permanent salary**

detail of the Water Utility budget is repealed and recreated as a Field Service Leadworker in the same range and the incumbent be reallocated to the new classification, thereof.

3.        [30348](#)            Create the classification of Graphics Technician in CG20/R9, recreate the position (#611) of "Graphics Assistant" (CG20/R09) as a "Graphics Technician" (CG20/R09) and reallocate the incumbent (D. Collingwood) to the new position. Upon filling the position, the "Graphics Assistant" classification will be deleted.

**A motion was made by Lowe, seconded by Denny, to Return to Lead with the Recommendation for Approval to the BOARD OF ESTIMATES. The motion passed by voice vote/other.**
  
4.        [30332](#)            Amending Section 3.54(1)(b) of the Madison General Ordinances by deleting the classifications of "Fleet Services Program Supervisor" in CG18, Range 12, "Fleet Services Maintenance Supervisor" in CG18, Range 08, and "Fleet Parts Manager" in CG18, Range 07, and creating the classifications of "Fleet Operations Manager" and "Fleet Program Manager," both in CG18, Range 12.

**A motion was made by Hughes, seconded by Denny, to Return to Lead with the Recommendation for Approval to the BOARD OF ESTIMATES. The motion passed by voice vote/other.**

**One motion was made for both file numbers 30322 and 30311.**
  
5.        [30311](#)            Recreate the 1.0 FTE position of Fleet Parts Manager, #1159 (occupied by R. Janowski), in CG18-07, as a Fleet Operations Manager, CG18-12. Recreate the 1.0 FTE position of Fleet Services Maintenance Supervisor, #3274 (occupied by A. Meyer), in CG18-08, as a Fleet Program Manager, CG18-12 in the Fleet Services Division budget. Reallocate the respective incumbents of positions #1159 and #3274 to the new positions. Delete the vacant Fleet Services Program Supervisor (CG 18, R12), position #1170, to fund the new positions.

**A motion was made by Hughes, seconded by Denny, to Return to Lead with the Recommendation for Approval to the BOARD OF ESTIMATES. The motion passed by voice vote/other.**
  
6.        [30374](#)            Amending Section 3.54(1)(b) of the Madison General Ordinances by deleting the classification of "Senior Center Director" in Compensation Group 18, Range 10, and recreating it in Compensation Group 18, Range 12.

**A motion was made by Hughes, seconded by Denny, to Return to Lead with the Recommendation for Approval to the BOARD OF ESTIMATES. The motion passed by voice vote/other.**

**One motion was made for both file numbers 30374 and 30354.**

7. [30354](#) Recreate the position (#846) of Senior Center Director, currently in CG18, Range 10, in CG18, Range 12 in the Community Development Division, and reallocate the incumbent (C. Beatty) to the new position.
- A motion was made by Hughes, seconded by Denny, to Return to Lead with the Recommendation for Approval to the BOARD OF ESTIMATES. The motion passed by voice vote/other.**
8. [30376](#) Amending Section 3.54(1)(b) of the Madison General Ordinances by deleting the classification of "Community Development Grants Supervisor" in Compensation Group 18, Range 13, and recreating it in Compensation Group 18, Range 15.
- A motion was made by Denny, seconded by Hughes, to Return to Lead with the Recommendation for Approval to the BOARD OF ESTIMATES. The motion passed by voice vote/other.**
- One motion was made for both file numbers 30376 and 30355.**
9. [30355](#) Recreate the vacant position (#4252) of Community Development Grants Supervisor, currently in CG18, Range 13, in CG18, Range 15 in the Community Development Division budget.
- A motion was made by Denny, seconded by Hughes, to Return to Lead with the Recommendation for Approval to the BOARD OF ESTIMATES. The motion passed by voice vote/other.**
10. [30297](#) Report on Position Study Outcomes - 2012
- This Resolution was Re-refer. A motion for referral to the next Personnel Board meeting was made by Hughes, seconded by Denny. The motion passed by voice vote/other.**

#### ADJOURNMENT

**A motion was made by Lowe, seconded by Denny, to Adjourn. The motion passed by voice vote/other.**