

City of Lodi
Finance & Human Resources Committee
Minutes of February 11, 2020

1. Call to Order

Chair Stevenson called the meeting to order at 5:00 PM.

Committee Members Present: Rich Stevenson, Peter Tonn, Eric Hansen, Ann Groves Lloyd, Suzanne Miller, and Paegge Heckel

Excused:

Staff Present: Julie Ostrander, Kennan Buhr, Patrick Staszak, Wayne Smith, Dawn Collins, Sandy Bloechl, Jeff Johnson, Dan Markart, Carl Deans, Andy Hellenbrand

Others: Mayor Jim Ness

2. Public Input: None

3. Approve Minutes: MOTION (Groves Lloyd/Hansen) to approve the minutes from January 14, 2020 including closed session. Motion carried.

4. Financials

MOTION (Tonn/Miller) to approve financials. Motion carried.

5. Recommendation to Amend Budgeted Police Staffing

MOTION (Groves Lloyd/Heckel) to Recommend to council Approving Amending of Police staffing for hiring a Lieutenant now instead of June. Motion Carried.

Smith requested to move the hiring date for the Lieutenant position up and delay replacing the officer position that will be vacated depending on the benefit package that the Lieutenant position takes.

6. Recommendation on Renewal of Haz-Mat Agreement for 2020

MOTION (Miller/Groves Lloyd) to Recommend Renewal of Haz-Mat Agreement for 2020 to council. Motion carried.

7. Recommendation on Bid Award for Pond Street Improvement (LMS)

MOTION (Groves Lloyd/Hansen) to Recommend the Bid Award to LMS for Pond Street Improvement to council.

MOTION (Groves Lloyd/Heckel) to Amend Motion contingent upon approval from Columbia County. Miller – Yea, Groves Lloyd – Yea, Stevenson – Yea, Heckel – Yea, Hansen – Yea, Tonn - Yea. Motion Carried.

Discussion on how much the cost would be for utilities and city portions.

8. Recommendation to Amend 2020 Budget (Sewer Fund)

MOTION (Groves Lloyd/Hansen) to approve Resolution 20-05 to council Amending the 2020 Sewer Fund Budget.

Motion Carried. Buhr explained this is for a screen at the Plant and employees will do some of the work so the cost should not be as high as quoted.

9. Recommendation to Amend 2020 Budget (Assessment Services)

MOTION (Groves Lloyd/Miller) to approve Resolution 20-06 to council Amending the 2020 Budget for Assessment Services. Motion Carried.

10. Review/Recommendation on Employee Handbook and Policies

Ostrander explained the overview of the handbook. Proposed Removal; Modified Streamline; Added Policies; Concern/Decision Making Points.

- Sick Leave: proper notice 30 minute minimum
- Adjusting Controlling Comp for OT – Remove 2.C.
- Classification and Comp Pay Policy – Heckel suggests a clean copy of this for the next meeting
- Disciplinary Procedure – Suspension; Exempt employees may be suspended one work week
- Education/Tuition Reimbursement – payback; 100% 0 - 6 months; 6 months to 12 months 75%; 12 months - 18 months 50%; 18 months -24 months 25% beyond 24 months 0% concurrent
- Hours Worked (FLSA) – 2.C. On Call Time 2. Remove “work week” – need verification of on call for holiday; #3 yes “on Call” person and anyone they call in would get the 2 hours at 1 ½ times

11. Next Meeting Date: Stevenson stated the next meeting is Tuesday, March 10th at 5:00 p.m.

12. Adjourn: MOTION (Groves Lloyd/Heckel) to adjourn at 6:30 **Motion carried.**

Minutes by Sandra J. Bloechl, Accounting Manager/Treasurer

APPROVED