



AGENDA OF THE PERSONNEL COMMITTEE

TUESDAY, JULY 27, 2021, 4:30 PM
Immediately following Finance Committee
Virtual Meeting. Public may join via Zoom.

A. Zoom Meeting Information.

- I. This item contains documents which provide call in information and instructions for the Zoom meeting.

B. Roll Call.

- I. Members: Ald. Bill Galvin, Ald. Barbara Dorff, Ald. Veronica Corpus-Dax, Ald. Brian Johnson

C. Approval of the Agenda.

D. Approval of Minutes.

- I. Approval of the minutes from June 22, 2021.

E. Regular Business.

- I. Consideration with possible action on the request to fill the following replacement positions and all subsequent vacancies resulting from internal transfers.
 - a. Programmer Analyst - Information Technology
 - b. Engineering Technician - Public Works
 - c. Mechanic - Public Works
 - d. Operator II - Public Works
2. Consideration with possible action on request to approve the following wage agreements with a 1% general salary increase effective in which October 1, of the respective year occurs.
 - a. Parks & Forestry Labor Association 2021
 - b. Public Works Labor Association 2021

The Committee may convene in closed session pursuant to § 19.85(1)(e), Wis. Stats., for purposes

of deliberating or negotiating public employee contracts for competitive or bargaining reasons. The Committee may thereafter reconvene in open session pursuant to § 19.85(2), Wis. Stats., to report the results of the closed session and consider the balance of the agenda.

3. Update and discussion on Green Bay Professional Police Association labor negotiations

The Committee may convene in closed session pursuant to § 19.85(1)(e), Wis. Stats., for purposes of deliberating or negotiating public employee contracts for competitive or bargaining reasons. The Committee may thereafter reconvene in open session pursuant to § 19.85(2), Wis. Stats., to report the results of the closed session and consider the balance of the agenda.

F. Informational.

1. Report of routine personnel actions for regular employees.
2. Next meeting date: August 10, 2021

G. Adjournment.

- 1) THIS MEETING IS RECORDED: THE VIDEO OF THIS MEETING AND MINUTES ARE AVAILABLE ONLINE AT www.greenbaywi.gov
- 2) ACCESSIBILITY: Any person wishing to attend who requires special accommodation because of a disability, should contact the City Safety Manager at 920-448-3125 at least 48 hours before the scheduled meeting time so that arrangements can be made.
- 3) QUORUM: Please take notice that a majority or quorum of the Common Council will attend this Personnel Committee meeting and will constitute a meeting of the Common Council for purposes of discussion and information gathering relative to this agenda.
- 4) REPRESENTATION: The party requesting the communication, or their representative, should be present at this meeting.

Virtual Meeting Instructions



Personnel Committee

Zoom Meeting Information

Join Zoom Meeting

<https://us02web.zoom.us/j/86846491807?pwd=K3NJQ1NxdXU1cjB2RlR0TWVTUkJYdz09>

Meeting ID: 868 4649 1807

Passcode: 298054

One tap mobile

+19292056099,,86846491807#,,,,*298054# US (New York)

+13017158592,,86846491807#,,,,*298054# US (Washington D.C)

Dial by your location

+1 929 205 6099 US (New York)

+1 301 715 8592 US (Washington D.C)

+1 312 626 6799 US (Chicago)

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

Meeting ID: 868 4649 1807

Passcode: 298054

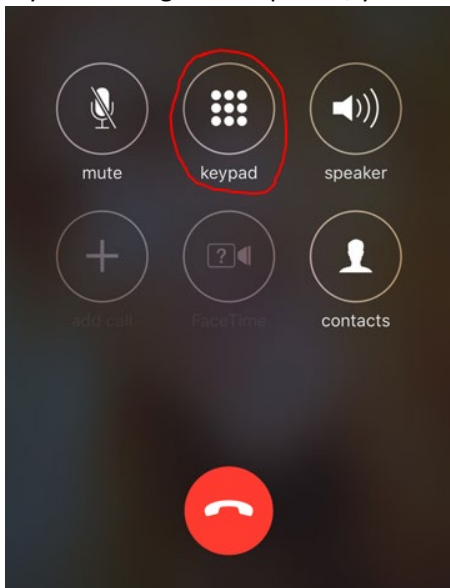
Find your local number: <https://us02web.zoom.us/j/86846491807?pwd=K3NJQ1NxdXU1cjB2RlR0TWVTUkJYdz09>

Additional Information

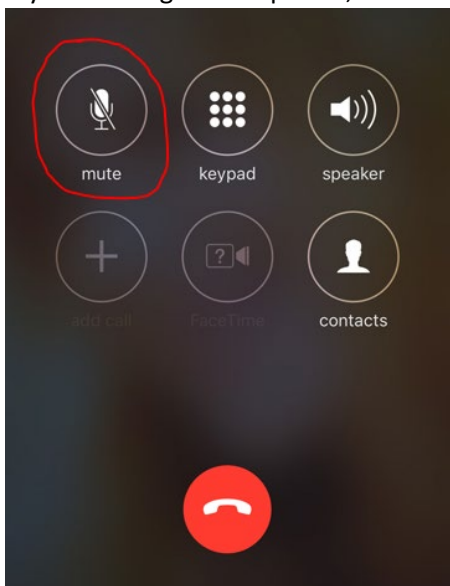
1. Wisconsin Open Meetings Law still applies
 - a. Persons interested in speaking to an item must give their name and address
 - b. Committee/Commission/Board members will still follow *Roberts Rules of Order*
2. All zoom meetings will have a password in the instructions. Please enter when prompted.
3. Please log into the Zoom meeting 10 minutes before the meeting starts to ensure proper technology is working.
 - a. If you are a Board Member, please log into [CivicClerk](#) with a computer, laptop, or tablet device.
4. Once you are in the meeting please mute yourselves.
 - a. You may unmute yourself when you are called upon to speak.
5. Waiting room
 - a. When you call in, all callers/participants will be placed in a “waiting room.”
 - b. Persons on the agenda will be admitted to the meeting, and then once the item is concluded, the host will permanently mute you from the meeting (you can still hear the meeting).
6. Using Zoom with a tablet or computer
 - a. Tablet—you will be asked to sign in. Download the app either with the Apple Store or the Play Store
 - b. Computer—you will be asked to sign in. You may download the app or click on the link to open Zoom in your browser.
7. Registering
 - a. The host may ask you to register for the meeting. A registration link will be sent to you along with the invite. You’ll receive another email confirming that you’re registered for the meeting.
 - b. If you’re using a phone, your registration will still be tied to an email.
8. Raising your hand
 - a. Committee members—you can either use CivicClerk and request to speak or you can “raise your hand” in the zoom meeting (you’d need to use a computer or tablet) to let the host know you’d like to speak. You can also un-mute yourselves and start speaking.
 - b. Persons on the agenda—you can “raise your hand” but you’d need to use a computer. You will be allowed to speak, per Wisconsin Open Meetings Rules, once the committee has “opened the floor for interested parties to speak.” Once the committee is finished with your agenda item, the host will mute you permanently, unless the committee opens the floor again.
9. What devices should I use?
 - a. Smart phone (please see more detailed instructions on page 3)
 - b. Land line
 - c. Tablet—well in advance of the meeting, please download the Zoom Meeting app before you join a meeting by using either the Apple Store or the Play Store. You will be asked to input your name, thus identifying you for the meeting. You’ll also be asked to verify your email.
 - d. Computer—well in advance of the meeting, please download the Zoom Meeting app, but you can also click on a link to open the Zoom Meeting in your browser. You will be asked to input your name, thus identifying you for the meeting.
 - e. For tablet and computer users—if you download the app you will be asked to verify your email.
10. Zoom etiquette
 - a. Muting yourselves when you’re not talking will prevent your background noise from interfering with others’ ability to listen to and participate in the meeting.
 - b. If you’re using a telephone, please identify yourself with your phone number and name before you speak. Zoom meeting hosts can see only your telephone number and will ask you to identify yourselves.
11. Closed session
 - a. Persons in the Zoom meeting will be put into a waiting room while the committee meets in Closed Session. Participants will be admitted back into the Zoom meeting once the committee reconvenes in Open Session.
 - b. Persons watching live on YouTube will see a gray screen with the City logo during closed session.
12. Persons interested in attending anonymously or listening to the meeting may call in by dialing *67 followed by the phone number above.

Calling into the Zoom meeting using a smartphone

1. Dial the phone number listed at the beginning of this document.
2. When prompted, enter the Meeting ID number followed by #
 - a. If you're using a smartphone, you can access the keypad by clicking "Keypad" on your screen



3. Once you are in the meeting, notify the meeting host that you are in and state your name.
4. If you do not need to talk, please make sure your phone is on **Mute**
 - a. If you're using a smartphone, look at your screen and click the Mute button



- b. If you're using a computer, you should see a Mute button in the Zoom application



MEMORANDUM



Human Resources Department

To: Personnel Committee
Joe Faulds, Human Resources Director

From: Sarah Fidler
Human Resources Generalist

Re: Request to Fill Vacant Positions

Date: July 27, 2021

The Human Resources Department is requesting authorization to fill the following replacement positions approved as part of the 2021 budget and all subsequent vacancies resulting from internal transfers. The justification reports are attached.

- Programmer Analyst – Replacement position due to the resignation of Lucas Trombley effective June 25, 2021. Salary range: \$65,000 - \$76,481 annually.
- Engineering Technician – Replacement position due to the retirement of Pam Freeman effective June 21, 2021. Salary range: \$26.91 to \$31.65 per hour
- Mechanic – Replacement position due to a vacancy effective July 13, 2021. Salary range: \$24.74 to \$29.09 per hour
- Operator II – Replacement position due to the retirement of Jerry Athey effective July 16, 2021. Salary range: \$22.53 to \$26.52 per hour

Position Fill Request
Justification Report
6/23/2021

Position Title: Information Technology and Services Programmer / Analyst

1. **If this position is a replacement position, please indicate the reasons for the vacancy. If this is not a replacement position, please indicate the reasons for requesting the position.**

 X Replacement Position Not a Replacement Position
(List name of incumbent and date leaving)

This Programmer Analyst position will be vacant as a result of the resignation of Lucas Trombley effective 6/25/2021.

2. **Is this position included in the current budget? If not, please list how this position will be funded (grant, internship, etc.). Please list the salary range of the position.**

Yes, this position is in current budget. The current wage range is \$65,000 - \$76,481 (Pay Grade K).

3. **Please list the functions and any special information regarding this position.**

Knowledge of Visual Studio, SQL Server, C#, ASP.Net, SSRS, SharePoint, 365

The ability to analyze current human procedures and interactions and model them using the above software to increase efficiencies thus saving money.

The ability to multi-task complex work assignments.

4. **Does the position generate revenue or reduce expenses? If so, provide an estimated amount.**

The position reduces significant expenses by creating custom developed software applications that match city workflow reducing duplicate data entry and improving work efficiencies. This position has created RoboCity, a software application that encompasses many smaller applications including SPA's, weights and measures, insurance certificates and more. Exported municipal court records to be converted into new application.

➤ \$1,000.000 Reduced software purchases.

➤ \$200,000 annually reduced software maintenance from purchased software applications to custom developed software applications.

➤ \$250,000 from increased city efficiency through improved job workflow.

5. Please explain why current staff is unable to absorb duties of this position.

Current programming staff are updating current software applications including ECLIPS, GERP and RoboCity. Assisting with the implementation of newly purchased software including MicroSoft 365.

6. If duties of position are presently being done, how are they done?

Duties are reassigned to other programmers when needed. The duties were being completed by the exiting Programmer/Analyst.

7. What service would be reduced or eliminated if this position is not filled?

Decreased city efficiencies through the use of technology. There are many instances throughout the city where efficiencies can be gained through the better utilization of customized software applications.

8. What are the alternative methods and costs of accomplishing the work?

Software applications could be bought from third parties which do not specifically meet the cities requirements thus increasing duplicate data entry and inefficient city workflow. Third party software applications would also increase annual software maintenance.

9. Are there union issues?

No

10. Other supporting comments.

The city Programmer/Analyst positions model manual city workflow and provide a digital solution to increase city efficiencies.

**Position Fill Request
Justification Report
June 21, 2021**

Position Title: ENGINEERING TECHNICIAN

- 1. If this position is a replacement position, please indicate the reasons for the vacancy. If this is not a replacement position, please indicate the reasons for requesting the position.**

 X Replacement Position Not a Replacement Position

This is a replacement position Pam Freeman who retired on June 21, 2021.

- 2. Is this position included in the current budget? If not, please list how this position will be funded (grant, internship, etc.). Please list the salary range of the position.**

Yes, this position is funded through two (2) different funding sources: Sanitary Sewer District budget (25%+/-) and Storm Water Utility budget (75%+/-). The compensation for the position presently ranges from \$26.91 - \$31.65/hour.

- 3. Please list the functions and any special information regarding this position.**

The Storm Water Engineering Technician completes a variety of responsibilities that are critical to the mission of the Department of Public Works, Sanitary District and Storm Water Utility.

The position provides oversight and administers contracts related to the Storm Water Facility Maintenance Program (vegetation, repairs, trapping, dredging); provides information and education to the public regarding storm water management and the benefits associated with keeping storm water clean; administers the storm water outfall monitoring program; coordinates with other City Departments regarding the preparation and submission of individual site Storm Water Pollution Prevention Plans and documentation; along with data collection, AutoCAD drafting and GIS data modifications.

- 4. Does the position generate revenue or reduce expenses? If so, provide an estimated amount.**

The position does not generate revenue.

- 5. Please explain why current staff is unable to absorb duties of this position.**

One (1) Engineering Aide was eliminated from the staff in 1997 as well as a related Engineering Technician position in 2007.

Although engineering operations have been improved by technology, the size of the City continues to grow and the WDNR storm water permit along with the EPA Consent order that had been imposed additional duties that will be shared by the Technician both within the office and field.

- 6. If duties of position are presently being done, how are they done?**

The duties of this position are presently being completed by the current employee. The position is expected to be vacant as a result of the retirement June 21, 2021 at which time remaining staff will attempt to continue doing the some of the primary duties and tasks in as efficient manner as possible. The majority of the duties will largely go incomplete until the position is filled.

7. What service would be reduced or eliminated if this position is not filled?

If the position would be eliminated, the majority of the duties associated with requirements within the WDNR MS4 Storm Water Permit would not be completed placing the City at risking of being in non-conformance and subject to regulatory actions by both the WDNR and EPA.

8. What are the alternative methods and costs of accomplishing the work?

Consultants are used to supplement staff for specialized projects. However, it is more cost effective, and better continuity is maintained, with a City employee that knows and understands DPW Engineering policies and procedures.

9. Are there union issues?

None.

10. Other supporting comments.

**Position Fill Request
Justification Report
July 19, 2021**

Position Title: Mechanic – DPW Operations Division/Motor Equipment Section

- 1. If this position is a replacement position, please indicate the reasons for the vacancy. If this is not a replacement position, please indicate the reasons for requesting the position.**

 X **Replacement Position** **Not a Replacement Position**

This position is vacant as a result of the Ken Behnke leaving DPW effective on Tuesday, July 13, 2021.

- 2. Is this position included in the current budget? If not, please list how this position will be funded (grant, internship, etc.). Please list the salary range of the position.**
Yes, this position is currently funded in the DPW-Operations Division operating budget. The current base wage for a Mechanic is \$24.74/hour to \$29.09/hour (\$51,459 to \$60,528 annually).
- 3. Please list the functions and any special information regarding this position.**
DPW Mechanics maintain and repair all DPW vehicles and equipment; as well as Parking Division, Planning/Housing Department, and Mayor's Office vehicles. Mechanics also assist other departments with vehicle and equipment repairs when requested.
- 4. Does the position generate revenue or reduce expenses? If so, provide an estimated amount.**
This position does not generate revenue for the City. But the use of in-house labor and equipment reduces the need to contract these services out to a private vendor
- 5. Please explain why current staff is unable to absorb duties of this position.**
DPW has thirteen (13) Mechanics in its table of organization. Any vacancy adds workload to other Motor Equipment Section staff, which reduces the ability of the section to maintain DPW's preventative maintenance and repair programs at the necessary level. Insufficient Mechanic staffing contributes to extended vehicle and equipment down time. DPW cannot maintain all repair requests at all times with a short staff. Replacement of the Mechanic vacancy is necessary.
- 6. If duties of this position are presently being done, how are they done?**
Duties associated with any vacant position are assigned to other employees. If there is a lack of personnel, then assignments are prioritized. Unassigned duties are postponed, not completed, or overtime expenditures are required to complete necessary repairs.
- 7. What service would be reduced or eliminated if this position is not filled?**
DPW cannot reduce or eliminate core services. Motor Equipment Section operates as an internal City service agency for DPW, and other departments. Its clients are DPW, Mason Manor, Inspection Department, Mayor's Office, Parking Division, and Police/Fire Departments when requested. If Mechanic positions are eliminated, DPW would first reduce or eliminate services provided to other departments. DPW must maintain its own fleet first.

8. What are the alternative methods and costs of accomplishing the work?

The alternative to not filling Mechanic vacancies is expenditure of overtime to keep up with workload demand. Using overtime could reduce cost to the City *in the short term* by not having to cover fringe benefits of eliminated Mechanic positions. However, regular overtime assignments lead to burnout, low morale, increased worker compensation injuries, and increased absenteeism. Another alternative to eliminating Mechanic positions is privatization, but that typically is a more expensive alternative.

9. Are there union issues?

No

10. Other supporting comments.

None

**Position Fill Request
Justification Report**
July 19, 2021

Position Title: Operator II – DPW Operations Division/Street Section

- 1. If this position is a replacement position, please indicate the reasons for the vacancy. If this is not a replacement position, please indicate the reasons for requesting the position.**

 X **Replacement Position** **Not a Replacement Position**

This position will be vacant as a result of the retirement of Jerry Athey, effective at the end of the work day on Friday, July 16, 2021.

- 2. Is this position included in the current budget? If not, please list how this position will be funded (grant, internship, etc.). Please list the salary range of the position.**

Yes, this position is currently funded in the DPW operating budget. The current salary range for this position is \$22.53/hour \$26.52/hour (\$46,862/year to \$55,182/year)

- 3. Please list the functions and any special information regarding this position.**

Operator II employees perform a range of duties including, but not limited to operation of the tub grinder, loaders, graders, backhoes, excavators, rollers, and other specialized equipment. They also operate commercial vehicles, and perform general labor related to road and guard rail repair, and other assignments necessary to perform DPW functions.

- 4. Does the position generate revenue or reduce expenses? If so, provide an estimated amount.**

This position does not generate revenue for the City. But the use of in-house labor and equipment reduces the need to contract out for those services.

- 5. Please explain why current staff is unable to absorb duties of this position.**

Loss of an Operator II position represents a reduction in DPW's ability to provide all Street Section services in a timely manner, including snow plowing. Additionally, effective and efficient operation of road graders and loaders is a learned and acquired ability. Not all employees exhibit the necessary abilities to complete this work.

- 6. If duties of position are presently being done, how are they done?**

Duties are assigned to other Street Section employees as needed, dependent on their skill level. When there is a lack of personnel, assignments are prioritized. Lower priority tasks are postponed or not completed.

7. What service would be reduced or eliminated if this position is not filled?

DPW will continue to perform all of its core services. However, a reduction in staffing will result in a lower level of service to residents and potentially increase the amount of time required to complete the services.

8. What are the alternative methods and costs of accomplishing the work?

Reducing the level of services provided, working overtime to maintain the expected level of service, or outsourcing of services.

9. Are there union issues?

No

10. Other supporting comments.

None

Agreement Between

City of Green Bay

And

City of Green Bay
Parks and Forestry Labor
Association

2021

Agreement Between
City of Green Bay
And
City of Green Bay Parks and Forestry Labor Association
2021

This Agreement has been made and entered into between the City of Green Bay, hereinafter referred to as the "City" and City of Green Bay Parks and Forestry Association, hereinafter referred to as the "Association".

ARTICLE 1
RECOGNITION

The City agrees to recognize representatives of City of Green Bay Parks and Forestry Association, as the exclusive bargaining agent for all regular full-time employees in the employ of the Employer in the City of Green Bay Parks, Recreation and Forestry Department excluding temporary, seasonal, supervisory and office clerical employees for all issues specifically addressed in this Agreement.

ARTICLE 2
TERM OF AGREEMENT

This Agreement will become effective as of January 1, 2021 and remain in full force and effect to and including December 31, 2021.

ARTICLE 3
WAGES AND RATES

Attached hereto and marked Appendix A is the City Pay Plan schedule showing the classifications and the wage rates of the employees covered by this Agreement including a schedule that includes a 1% increase effective with the first day of the pay period in which October 1, 2021 occurs. It is mutually agreed that said City Pay Plan Schedule and the contents hereof will constitute part of this Agreement.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement approved by the Parks and Forestry Labor Association and approved by the City Council on July 26, 2021.

City of Green Bay

Parks and Forestry Labor Association

Eric Genrich, Mayor

Mark Berglund, President

Joseph W. Faulds, Human Resources Director

Frank Theys, Secretary

Celestine Jeffreys, City Clerk

Attorney

APPENDIX A

CITY OF GREEN BAY PARKS AND FORESTRY LABOR ASSOCIATION

CITY PAY PLAN

Placement on a step of the schedule is in accordance with the procedures approved by the City Council for placing employees on a step of the new City Pay Plan.

CLASSIFICATIONS IN ACCORDANCE WITH CITY PAY PLAN January 1, 2021

Pay Grade I ✦ Master Plumber ✦ Mechanic Foreperson	Pay Grade H ✦ Mechanic ✦ Sr. Carpenter
Pay Grade G ✦ Carpenter ✦ Forestry Worker II ✦ HVAC Specialist ✦ Painter ✦ Park Maintenance Foreperson ✦ Parts Clerk	Pay Grade F ✦ Forestry Worker I ✦ Park Maintenance Worker

WAGES IN ACCORDANCE WITH CITY PAY PLAN January 1, 2021

Pay Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Performance Range
I	\$26.91	\$27.68	\$28.49	\$29.26	\$30.07	\$30.84	\$31.65	\$31.66 - \$36.39
H	\$24.74	\$25.45	\$26.17	\$26.91	\$27.63	\$28.36	\$29.09	\$29.10 - \$33.45
G	\$22.53	\$23.22	\$23.87	\$24.53	\$25.18	\$25.87	\$26.52	\$26.53 - \$30.50
F	\$20.36	\$20.97	\$21.56	\$22.17	\$22.77	\$23.37	\$23.96	\$23.97 - \$27.56

CLASSIFICATIONS IN ACCORDANCE WITH CITY PAY PLAN
October 1, 2021

Pay Grade I ✦ Master Plumber ✦ Mechanic Foreperson	Pay Grade H ✦ Mechanic ✦ Sr. Carpenter
Pay Grade G ✦ Carpenter ✦ Forestry Worker II ✦ HVAC Specialist ✦ Painter ✦ Park Maintenance Foreperson ✦ Parts Clerk	Pay Grade F ✦ Forestry Worker I ✦ Park Maintenance Worker

WAGES IN ACCORDANCE WITH CITY PAY PLAN
October 1, 2021

Pay Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Performance Range		
I	\$27.18	\$27.96	\$28.77	\$29.55	\$30.37	\$31.15	\$31.97	\$31.98	-	\$36.75
H	\$24.99	\$25.70	\$26.43	\$27.18	\$27.91	\$28.64	\$29.38	\$29.39	-	\$33.78
G	\$22.76	\$23.45	\$24.11	\$24.78	\$25.43	\$26.13	\$26.79	\$26.80	-	\$30.81
F	\$20.56	\$21.18	\$21.78	\$22.39	\$23.00	\$23.60	\$24.20	\$24.21	-	\$27.84

**The Following Guidelines Are For Informational Purposes
And Not Subject To Bargaining**

- **STEP PROGRESSION:** Employees are eligible for an annual step increase, unless otherwise agreed to by the Department Head and Human Resources Director, until they reach Step 7 of the appropriate pay grade, provided the employee's overall performance is rated at meets expectations or higher. Requests for a step increase must be accompanied by a written performance review and recommendation by Department Head or designee.
- Employees hired at Step 1 will be eligible for a step increase after 6-months of employment and thereafter will be eligible for annual increases. Employees hired at Step 2 or higher will be eligible for a step increase after 12-months of employment. All requests for a step increase must be accompanied by a written performance review and recommendation by Department Head or designee.
- **PERFORMANCE INCREASES:** Once an employee reaches Step 7 of the appropriate pay grade, the employee is eligible for a 1% annual increase to the maximum of the range based on the following criteria.
 - a. Performance rated overall as 'Meets Expectations'.
 - b. Other arrangements between Employee, Department Head and Human Resources Director.

Requests for a performance range increase must be accompanied by a written performance review and recommendation by Department Head or designee.

- The Forestry Leadworker will receive \$1.00 per hour above the regular classified rate for each hour worked. Supervisors may assign Leadworker duties in situations in which such additional supervision or direction is warranted.
- Forestry On-Call Phone: A Forestry Worker II (FWII) will be scheduled to carry the on-call and respond to after hour emergency requests for tree work impacting the road right of ways. A FWII will be on-call Monday-Sunday and expected to answer and respond to any requests received. Compensation will be paid for the weekend times (Friday, Saturday, and Sunday). The FWII is on-call at a rate of \$75.00 per day. Week day holidays are compensated at \$37.50. Weekend holidays are compensated at \$112.50.
- Plumber license to be reimbursed at \$300 every 2-years effective in the first pay period in February.
- Maintenance Specialist or Park Maintenance Workers who perform mechanic duties between 2:30 PM and 10:30 PM will receive an additional \$0.50 per hour for those hours.

Agreement Between

City of Green Bay

And

City of Green Bay
Department of Public Works Labor
Association

2021

Agreement Between
City of Green Bay
And
City of Green Bay Department of Public Works Labor Association
2021

AGREEMENT

This Agreement has been made and entered into between the City of Green Bay, hereinafter referred to as the "City" and City of Green Bay Public Works Labor Association, hereinafter referred to as the "Association" pursuant to the provisions of Chapter 11.70 of the Wisconsin Statutes.

ARTICLE 1
RECOGNITION

The City recognizes representatives of City of Green Bay Public Works Labor Association, as the exclusive bargaining agent for all issues specifically addressed in this Agreement, for all its employees in the Department of Public Works as defined in the certification issued by the Wisconsin Employment Relations Board on November 10, 1965 and September 26, 1978.

ARTICLE 2
TERM OF AGREEMENT

This Agreement will become effective as of January 1, 2021 and remain in full force and effect to and including December 31, 2021.

ARTICLE 3
WAGES AND RATES

Attached hereto and marked Appendix A is the City Pay Plan schedule showing the classifications and the wage rates of the employees covered by this Agreement including a schedule that includes a 1% increase effective with the first day of the pay period in which October 1, 2021 occurs. It is mutually agreed that said City Pay Plan Schedule and the contents hereof will constitute part of this Agreement.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement approved by the Public Works Labor Association and approved by the City Council on July 26, 2021

City of Green Bay

Department of Public Works Labor Association

Eric Genrich, Mayor

Jared Zalewski, President

Joseph W. Faulds, Human Resources Director

Steve Gandy, Secretary

Celestine Jeffreys, City Clerk

Attorney

APPENDIX A

PUBLIC WORKS LABOR ASSOCIATION NEW PAY SCHEDULE

Placement on a step of the schedule is in accordance with the procedures approved by the City Council for placing employees on a step of the new City Pay Plan.

CLASSIFICATIONS IN ACCORDANCE WITH CITY PAY PLAN January 1, 2021	
Pay Grade I ✦ Mechanic Foreperson ✦ Sewer Worker Foreperson	Pay Grade H ✦ Mechanic ✦ Sr. Carpenter ✦ Sewer Technical Worker
Pay Grade G ✦ Signs Worker Foreperson ✦ Operator II ✦ Sewer Maintenance Worker ✦ Signs Operator	Pay Grade F ✦ Building Maintenance Tech ✦ Laborer ✦ Operator I ✦ Signs Laborer ✦ Truck Driver

WAGES IN ACCORDANCE WITH CITY PAY PLAN January 1, 2021									
Pay Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Performance Range	
I	\$26.91	\$27.68	\$28.49	\$29.26	\$30.07	\$30.84	\$31.65	\$31.66	- \$36.39
H	\$24.74	\$25.45	\$26.17	\$26.91	\$27.63	\$28.36	\$29.09	\$29.10	- \$33.45
G	\$22.53	\$23.22	\$23.87	\$24.53	\$25.18	\$25.87	\$26.52	\$26.53	- \$30.50
F	\$20.36	\$20.97	\$21.56	\$22.17	\$22.77	\$23.37	\$23.96	\$23.97	- \$27.56

**CLASSIFICATIONS IN ACCORDANCE WITH CITY PAY PLAN
October 1, 2021**

Pay Grade I ✦ Mechanic Foreperson ✦ Sewer Worker Foreperson	Pay Grade H ✦ Mechanic ✦ Sr. Carpenter ✦ Sewer Technical Worker
Pay Grade G ✦ Signs Worker Foreperson ✦ Operator II ✦ Sewer Maintenance Worker ✦ Signs Operator	Pay Grade F ✦ Building Maintenance Tech ✦ Laborer ✦ Operator I ✦ Signs Laborer ✦ Truck Driver

**WAGES IN ACCORDANCE WITH CITY PAY PLAN
October 1, 2021**

Pay Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Performance Range
I	\$27.18	\$27.96	\$28.77	\$29.55	\$30.37	\$31.15	\$31.97	\$31.98 - \$36.75
H	\$24.99	\$25.70	\$26.43	\$27.18	\$27.91	\$28.64	\$29.38	\$29.39 - \$33.78
G	\$22.76	\$23.45	\$24.11	\$24.78	\$25.43	\$26.13	\$26.79	\$26.80 - \$30.81
F	\$20.56	\$21.18	\$21.78	\$22.39	\$23.00	\$23.60	\$24.20	\$24.21 - \$27.84

- Mechanics and Sweeper Operators working the night shift will receive a differential of \$0.50 per hour for all hours worked.
- An employee in Pay Grade F will receive an additional \$0.40 per hour when serving as a Laborer or Truck Driver on Crack Filling, Crack Router or Hot Patch Roller.

The Following Guidelines Are For Informational Purposes and Not Subject To Bargaining

- No employee will suffer a reduction in pay if required to take a temporary job that has a lesser rate of pay. Any employee required to take temporary jobs of a higher pay grade will receive an additional \$2.45 per hour while performing work of the higher pay grade. If the higher paid position is 2-pay grades higher the employee will receive \$4.90 per hour.
- Sewer maintenance employees on stand-by through the weekend, from the end of the workday on Friday through the beginning of the workday on Monday, will receive 9-hours pay (3-hours per day) at their regular hourly rate of pay and 1-additional hour when a holiday falls on a weekend and 4-hours when a holiday falls on a weekday.
- Holiday pay for custodians will be at 8-hours for full day holidays and 4-hours for ½-day holidays.

**REPORT OF ROUTINE PERSONNEL ACTIONS
FOR REGULAR EMPLOYEES**
July 27, 2021

<u>Position</u>	<u>Department/Division</u>	<u>Name</u>	<u>Date</u>
<u>New Hire</u>			
Patrol Officer	Police	Phillip Maguire	6/14/2021
Grant Administrator - Internal Auditor	Admin Services	Susan House	6/28/2021
Police Officer Recruit	Police	Aaron Waerchek	6/28/2021
Police Officer Recruit	Police	Heath Hermans	6/28/2021
Police Officer Recruit	Police	Colton Moore	6/28/2021
Transit Operator	Transit	Randy Christensen	7/12/2021
Dispatcher	Transit	Katherine Peer	7/12/2021
Mechanic	Park, Recreation & Forestry	Thomas Marto	7/19/2021
Police Officer	Police	Brandon Eick	7/6/2021
Administrative Clerk	Community & Economic Development	Ali Hearley	7/8/2021
Operator I (Day Sweeper)	Public Works	Andrew Theis	7/26/2021
Parking Maintenance Tech	Public Works	John Kurowski	7/12/2021
<u>Rehire</u>			
Seasonal Maintenance Employee	Public Works	Adam Jacobs	7/19/2021
<u>Transfer</u>			
Laborer - Sanitation	Public Works	Keith Falish	6/28/2021
Truck Driver - Sanitation			
Truck Driver - Street Operator I	Public Works	Todd DeGrave	7/13/2021
<u>Promotion</u>			
Forestry Worker I	Park, Recreation & Forestry	Cole Kirchman	6/21/21
Forestry Worker II			
Firefighter EMT-P	Fire	Kraig Isley	7/3/2021
Engineer			
Patrol Officer Recruit	Police	Mark Olendzki	7/6/2021
Police Officer			
Sewer Maintenance Worker	Public Works	Scott LeGrave	7/19/2021
Sewer Technical Worker			
<u>Grade/Step Change</u>			
Park Maintenance Worker	Park, Recreation & Forestry	Robert Delahuat	6/11/2021
Sewer Maintenance Worker	Public Works	Jared Seitz	6/24/2021
Operator I	Public Works	Elliot Ness	6/24/2021
Signs Operator	Public Works	Keith Waldo	6/29/2021
Mechanic	Public Works	Brennen Woelfel	6/30/2021
Engineering Technician	Public Works	Kyle VanderLoop	6/11/21
Sewer Maintenance Worker	Public Works	Gerald Winnekens	7/2/2021
Operator I	Public Works	Steve Gandy	6/24/2021
Financial Supervisor	Park, Recreation & Forestry	Nina Robinette	6/1/2021
City Sealer	Community & Economic Development	Jason Stubble	7/9/2021
Mechanic	Public Works	Joshua Babler	7/2/2021
Mechanic Foreperson	Public Works	Bryan Landis	7/11/2021
Sr. Animal Keeper	Park, Recreation & Forestry	Matthew Rupnik	6/1/2021
Park Ranger	Park, Recreation & Forestry	Paul Leicht	6/1/2021
Firefighter EMT-P	Fire	Thomas Benike	6/30/2021
Battalion Chief	Fire	Anthony Piontek	6/21/2021 AM
Financial Supervisor	Public Works	Nancy Clifford	6/24/2021
Engineering Technician	Public Works	Mark Aerts	6/26/2021
Crime Analyst	Police	Melissa Warych	7/9/2021
Firefighter EMT	Fire	Alexander Becker	7/16/2021

Public Works Supervisor	Public Works	Stuart Stormer	7/18/2021
Police Captain	Police	Matthew Cain	7/6/2021
Laborer - Sanitation	Public Works	Jeff Bielski	3/23/2021
Patrol Officer	Police	Noah Heuvelmans	5/20/2021
Patrol Officer	Police	Cody Olson	7/2/2021
Patrol Officer	Police	Benjamin Snyder	7/8/2021

End of Employment

Truck Driver - Sanitation	Public Works	Kevin Brown	7/2/2021
Programmer Analyst	Information Technology	Lucas Trombley	6/25/2021
Transit Operator	Transit	Kip Counard	7/8/2021
Engineer EMT-P	Fire	Steve Zich	7/3/2021
Specialist II	Police	Gerald Young	7/6/2021
Specialist I	Police	Elizabeth Strandt	6/29/2021
4K Nature Teacher	Park, Recreation & Forestry	Natalie Shikoski	6/15/2021
4K Nature Teacher	Park, Recreation & Forestry	Timothy Drankus	6/15/2021
Operator II	Public Works	Jerold Athey	7/16/2021
Mechanic (N)	Public Works	Kenneth Behnke	7/13/2021

Longevity

Transit Operator	Transit	Lisa Kandziora	8/1/2020
Firefighter EMT	Fire	Andrew Aschenbrenner	8/7/2021
Firefighter EMT	Fire	David Dellemann	8/7/2021
Firefighter EMT	Fire	Jason Tease	8/7/2021
Firefighter EMT	Fire	Chad Weihbrecht	8/7/2021
Cleaner - PT	Park, Recreation & Forestry	Claire Schmitt	11/23/2020