



AGENDA OF THE PERSONNEL COMMITTEE

TUESDAY, JANUARY 9, 2024, 4:30 PM

In person at City Hall, Room 207.

Virtual attendance also available via Zoom.

A. Zoom Meeting Information.

I. Join Zoom Meeting Online:

<https://us02web.zoom.us/j/86846491807?pwd=K3NJQlNxdXUlcjB2RlR0TWVTUkYdZ09>

Or call in by phone: +1 312 626 6799

Meeting ID: 868 4649 1807

Passcode: 298054

If you wish to speak at this public meeting or leave a comment, please fill out the online [Comment Form](#) prior to the meeting. More detailed [Zoom Instructions](#) can be found online.

B. Roll Call.

C. Approval of the Agenda.

D. Approval of Minutes.

I. Approval of the Minutes from the December 12, 2023 Personnel Committee meeting.

E. Regular Business.

I. For consideration with possible action on the request to fill the following positions and all subsequent vacancies resulting from internal transfers.

- a. Truck Driver
- b. Administrative Clerk
- c. Recreation Supervisor
- d. Payroll Specialist

2. For consideration with possible action on the request to create a full-time Limited Term Homeless Outreach Case Coordinator classification and approval to fill two positions.

3. For consideration with possible action on the request to increase the number of annual

personal days for Police Department Commanders from 3 days to 4 days.

F. Informational.

1. Report of Routine Personnel Actions
2. Next Meeting: January 23, 2024

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.



Report to the
Personnel Committee
of the City of Green Bay

MEETING DATE

January 9, 2024

PREPARED BY

AGENDA ITEM # E.I

For consideration with possible action on the request to fill the following positions and all subsequent vacancies resulting from internal transfers.

- a. Truck Driver
- b. Administrative Clerk
- c. Recreation Supervisor
- d. Payroll Specialist

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- 1. Personnel Committee Request to Fill Memo - 2.9.24
- 2. Administrative Clerk - D. Ouradnik 12.29.23
- 3. Recreation Supervisor - P. Baye 01.26.24
- 4. Truck Driver (Sanitation) - D. Aschenbrenner 12.31.23
- 5. Payroll Specialist - T. Metoxen 12.29.23

MEMORANDUM



Human Resources Department

To: Personnel Committee

From: Emma Baierl
Human Resources Generalist

Re: Request to Fill Vacant Positions

Date: February 9, 2024

The Human Resources Department is requesting authorization to fill the following replacement positions approved as part of the 2024 budgets and all subsequent vacancies resulting from internal transfers. The justification reports are attached.

- Administrative Clerk – Replacement position due to the retirement of Dawn Ouradnik effective December 29, 2023. This position is budgeted at \$22.20 to \$24.66 per hour. (Pay Grade D)
- Recreation Supervisor – Replacement position due to the retirement of Patrick Baye effective January 26, 2024. This position is budgeted at \$72,010 - \$84,718 annually. (Pay Grade J)
- Truck Driver – Replacement position due to the retirement of Dennis Aschenbrenner effective December 31, 2023. This position is budgeted at \$24.93 - \$28.49 per hour. (Pay Grade F)
- Payroll Specialist – Replacement position due to the resignation of Tammy Metoxen effective December 29, 2023. This position is budgeted at \$26.82 - \$31.55 per hour. (Pay Grade G)

**Position Fill Request
Justification Report
December 29, 2023**

Position Title: Administrative Clerk (Parks, Recreation, Forestry)

- 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 retirement of Dawn Ouradnik effective at the end of the work day on December 29, 2023.

- 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 the budget. The wage range is \$22.20-\$24.66/hour (Pay Grade D).

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

Provides clerical support services to internal and external customers in the processing of reports, work requests, reservations, forms, as requested.

Acts as receptionist, assisting callers and responding to inquiries. Performs moderately to considerably difficult telephone answering and counter work, which may involve explanation of some departmental procedures or independent judgement for immediate/emergency tree or other park related response. Takes reservations, payments, enrollments, and answers customer's requests.

Assists Park and Recreation Department 7 divisions with clerical-related duties as deemed necessary, to include but is not limited to updating of forms, documents, email responses.

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

Clerical staff are responsible for accepting payment for all reservations, program enrollments, special events, metro boat launch passes, leagues, tickets, etc., for customers. Additionally, they collect payment for all staff clothing and uniforms items and additional special purchases throughout the park and recreation department.

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

As we approach Spring/Summer, we hire over 900 seasonal employees. As the pools and Bay Beach prepare to open the increase of administrative services needed to prepare for the opening of the special facilities as well as summer activities and programs increases in order to meet the deadlines of the opening of these facilities. Loss of an Administrative Clerk position represents a reduction in our department's ability to provide administrative services in a timely manner. This will force a number of our current staff members in the

administrative division to work comp time or over time to ensure the needs of our customers and staff are met.

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

Currently the supervisor of the division will absorb as much as possible until the position is filled. This is an extremely busy time for us with seasonal hiring and reservations opening for the new year. A number of these duties are having to be performed outside of our normal working hours.

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

Response time and the level of service to the public would be directly impacted both internally and externally.

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

Outsourcing of these duties would not be possible due to the technical aspect of our reservation system and the collection of revenue as well as confidential information.

9. Are there union issues?

No.

10. Other supporting comments.

The administrative division of the Park and Recreation Department is a fast passed working environment that provides all of the administrative support for the Department. As the Park Department continues to grow by adding additional trails, parks, and service areas the amount of administrative support continues to grow as well.

**Position Fill Request
Justification Report
January 26, 2024**

Position Title: Recreation Supervisor (Parks, Recreation, Forestry)

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 retirement of Patrick Baye effective at the end of the work day on January 26, 2024.

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 included in the budget. The wage range is \$72,010-\$84,718/annually (Pay Grade J).

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

Creates, plans, organizes, and administers city recreation programs with a focus on community recreation, enrichment, special events and facility operations.

Programs of primary focus may include Summer Playground Program, Youth Dance, Youth Sports, Ice/Hockey Rinks and Pickleball.

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

The Recreation Supervisor administers revenue-producing programs like Youth Dance, Youth Sports classes, and Special Events. Additionally, this position handles field and facility rentals.

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

With the way the Recreation Division is structured, each full-time recreation position has a full slate of programs and services they oversee. As we approach the spring/summer season, the amount of interviewing, hiring, onboarding, and training that needs to take place for our summer programs is too much for other staff to take on.

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

Currently the supervisor of the division will absorb as much as possible until the position is filled. This is an extremely busy time for us with seasonal hiring and programming for the new year.

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

The scope of the Summer Playground program may decrease to accommodate staffing. Instructional classes and special events may not take place if this position is not filled.

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

Contractual Programming could be an alternative method to provide these programs. However, these programs still take a good amount of staff time to coordinate and oversee. Contracting these programs would see a decrease in revenue and the city would lose control over program details and development.

9. Are there union issues?

No.

10. Other supporting comments.

The recreation division of the Park and Recreation Department is a fast-paced working environment that provides all of the community programming and recreational offerings. As the Park Department continues to grow by adding additional trails, parks, and facilities, the number of recreational needs continues to grow as well.

**Position Fill Request
Justification Report
December 28, 2023**

Position Title: Truck Driver – DPW Operations Division/Sanitation 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 following the retirement of Dennis Aschenbrenner effective at the end of the regular workday on 12/31/2023.

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 wage is \$24.93 - \$28.49/hour (Pay Grade F).

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

Sanitation Section Truck Drivers perform duties including but not limited to driving trash, recycling, brush route, and bulk waste collection trucks, operating various pieces of equipment, plowing snow, daily equipment maintenance, and other assignments necessary for DPW to perform core functions

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

This position can generate revenue for the City, depending on the price of recyclable materials and if fees are charged for services rendered. More importantly, the use of in-house labor and equipment reduces the need to contract services that are currently provided by DPW employees. In addition, solid waste must be collected to help maintain public health in Green Bay.

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

Loss of a Sanitation Section Truck Driver represents a reduction in DPW's ability to provide core services in a timely manner, including trash and recycling collection, brush collection, snow plowing, curbside yard and garden waste collection, etc.

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

Duties associated with any vacant DPW position are assigned to other Operations Division employees. When there is a lack of personnel to perform core DPW functions, assignments are prioritized. Unstaffed assignments end up being postponed or not completed. Tasks can be contracted to vendors. But that alternative typically costs the City more than performing it in-house.

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

DPW *cannot* reduce or eliminate core services. A reduction in DPW staff will result in a reduced level of service to residents, and increase the amount of time required to complete those services.

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

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

9. Are there union issues? No

10. Other supporting comments. None

**Position Fill Request
Justification Report
December 15, 2023**

Position Title: Payroll Specialist

- 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 resignation of Tammy Metoxen effective at the end of the work day on December 29, 2023.

- 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 the current budget. The current wage range is \$26.82 - \$31.55/hour (Pay Grade G).

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

This position is responsible for the following:

- Processes weekly payroll in Tyler Munis software or alternating groups of City of Green Bay employees.
- Assists with entering and auditing tax withholdings, direct deposits, health benefit adjustments, and various employee reimbursements.
- Assists with setting up, and monitoring pay garnishments, union dues and employee charitable donations. etc.
- Enters information on newly hired, rehired, and terminated employees including seasonal and limited term employees.
- Assists in unemployment and workers compensation reports, fringe benefit reports, quarterly wage reports, personnel action forms and other payroll and benefit related reports.
- Gathers information for the monthly Current Employment Statistics Survey for the U.S Department of Labor.
- Enters Personal Action Forms (PAFs) for pay adjustments including, step changes, job transfers, contract settlements, shift changes, etc.
- Assists with the proration of accruals for newly hired, terminated, or retired employees.
- Assists in setting up new pay and deduction codes, work schedules, and positions classes.
- Assists with calculating Compensatory Time Pay Outs and updating accrual balances at year-end.
- Assists with filing and paying payroll taxes in accordance with state and federal law.
- Assists Payroll Manager with W-2 processing, mailing and electronic filing.
- Assists employees by providing payroll related information and responding to

general payroll related questions.

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

Correct payroll processing is crucial to ensure City of Green Bay employees are paid accurately and timely. This position is also critical for compliance with tax laws and reporting obligations, which helps mitigate risk and avoid fines and penalties.

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

The Payroll Department consists of two positions, Payroll Manager and Payroll Specialist. They process one payroll each week. This position is essential for processing payroll.

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

They are currently being done by the Payroll Manager.

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

The processing of payroll and compensation of City of Green Bay employees.

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

Many of these tasks are unable to be outsourced.

- 9. Are there union issues?**

No



Report to the
Personnel Committee
of the City of Green Bay

MEETING DATE

January 9, 2024

PREPARED BY**AGENDA ITEM # E.2**

For consideration with possible action on the request to create a full-time Limited Term Homeless Outreach Case Coordinator classification and approval to fill two positions.

BACKGROUND**RECOMMENDATION****FISCAL IMPACT****ATTACHMENTS**

- I. Homeless Outreach Case Coordinator PC Memo



Human Resources Department
100 North Jefferson Street - Room 500
Green Bay, Wisconsin 54301-5026
www.greenbaywi.gov

Phone 920.448.3147
Fax 920.448.3128

MEMORANDUM

To: Personnel Committee
Joseph Faulds, Chief of Operations

From: Jennifer Smits, Human Resources Generalist

Re: Request to create a full-time Limited Term Homeless Outreach Case Coordinator classification and approval to fill two positions.

Date: January 5, 2024

RECOMMENDATION

- I. Human Resources and the Department of Community and Economic Development are requesting to create a new classification of Limited Term Homeless Outreach Case Coordinator (Pay Grade G, \$26.82-\$31.55 per hour). This new position was reviewed by the City's salary plan consultant for appropriate placement in the salary plan.

The Department of Community and Economic Development also requests approval to hire two full-time, limited term Homeless Outreach Case Coordinator positions. These positions are anticipated to last approximately three years.

BACKGROUND

- II. The new Homeless Outreach Case Coordinator positions will play a critical role in addressing homelessness within the City of Green Bay by providing direct assistance, support, and resources to individuals experiencing homelessness. These positions engage with homeless individuals in a compassionate manner to assess their needs and connect them with appropriate services and resources. The primary objective is to facilitate their transition from homelessness to stable housing and improved quality of life. Many of the homeless individuals these positions will be working with have very complex and acute needs. In addition to working directly with homeless individuals, they will also be working collaboratively with area service providers to assemble the right team of people to best meet the needs of the individuals they are working with.

FISCAL IMPACT

- III. The two Homeless Outreach Case Coordinator positions will be fully funded by HOME-ARP (American Rescue Plan) dollars. It is anticipated that the funding will be approved by the

Redevelopment Authority (RDA) at their meeting on January 9, 2024. The annual cost per position, including salary and benefits, is \$88,109.

Estimated	Homeless Outreach Case Coordinator Grade G, Step 4
Salary	\$60,715
FICA	\$4,645
WRS (General)	\$3,946
Worker's Comp	\$128
Health Insurance	\$17,197
Dental Insurance	\$1,402
Life Insurance	\$77
TOTAL COMPENSATION	\$88,109

- c: Will Peters, Neighborhood Support Specialist
Cheryl Renier-Wigg, Development Director



Report to the
Personnel Committee
of the City of Green Bay

MEETING DATE

January 9, 2024

PREPARED BY

AGENDA ITEM # E.3

For consideration with possible action on the request to increase the number of annual personal days for Police Department Commanders from 3 days to 4 days.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

1. Commander Request for Additional Personal Day 01-2023
2. Chapter 9.20 - Protective Service Employees - Fringe Benefits



Human Resources Department
100 North Jefferson Street - Room 500
Green Bay, Wisconsin 54301-5026
www.greenbaywi.gov

Phone 920.448.3147
Fax 920.448.3128

MEMORANDUM

To: Personnel Committee
Joseph Faulds, Chief of Operations

From: Melanie Falk, Human Resources Manager

Re: Request to increase the number of annual personal days for Police Department Commanders from 3 days to 4 days

Date: January 5, 2024

In October 2023, and as a result of negotiations with the Police Supervisory union (which represents the Police Department Lieutenants), the Lieutenants received an additional personal day. This resulted in an increase from 3 days to 4 days annually, and provides continuity with the Police Officers' contract, which includes a 4th personal day that was bargained earlier this year.

Historically, Police Department Captains and Commanders have received the same fringe benefits as their union subordinates. However, effective March 3, 2015, and in accordance with City policy, Chapter 9.20 (see attached), if the supervisory labor agreement provides a new benefit to the union employees, City Council authorization is needed to implement the new benefit for the department managerial employees. It should be noted that current policy states that Police Captains will continue to receive the leave benefits consistent with the terms of the Lieutenant Supervisory agreement and therefore, the Captains will receive the additional day in accordance with policy.

As a result, in an effort to maintain consistency and to ensure alignment of leave benefits with the sworn employees that the Commanders lead, it is recommended that the (3) Police Department Commanders receive (4) personal days each year.

Thank you for your consideration.

Cc: Police Chief Chris Davis
Rick Jurkanis, Business Manager

service and average a minimum of 20 hours per week will be eligible to receive prorated vacation and personal leave.

9.18.2 At the end of each calendar year, the Park Department will review the number of hours worked by each seasonal employee at the Wildlife Sanctuary to determine which employees will be eligible for benefits during the following year. Those employees who are deemed eligible will be granted prorated vacation and personal leave. Prorating will be based on the percent of full time that the employee worked in the previous year. 2080 hours per year will be considered full time. Employees who are eligible for benefits will be credited with an amount equal to 62% of the normal annual accumulation for that person (62% = 7.5 months). The period used to determine eligibility for Sanctuary employees will be the preceding 12 months.

9.18.3 Seasonal wildlife sanctuary employees will earn appropriate prorated vacation and personal leave.

9.19 VOLUNTARY FURLOUGHS

Effective January 1, 2012 an employee may volunteer to take up to 5 unpaid furlough days per calendar year. Voluntary furlough days are subject to approval by the employee's supervisor and may not result in additional overtime for the City. The employee's salary will be reduced by a commensurate amount of pay in the pay period in which the unpaid furlough day(s) occurs. During the unpaid furlough day, an employee will not experience a reduction in the City's contribution toward insurance benefits. Voluntary furlough days will not be considered as eligible wages towards calculating the WRS contributions. Unpaid furlough days may be taken in multiple days, single day, or half-day increments.

9.20 PROTECTIVE SERVICE EMPLOYEES

Police and Fire Department managerial employees not represented by a bargaining unit have historically received the same fringe benefits as their union subordinates. Where the benefits outlined above conflict with those afforded by the respective labor agreements (i.e., Police Supervisors Agreement for Police Managers and Firefighters Contract for Fire Managers) the labor agreements will apply. These managers will also receive clothing allowance consistent with the appropriate labor agreement. However, no new benefits will be allowed after March 3, 2015 (the date of adoption of these policies), without specific City Council action. Health and Dental insurance coverage and contributions will be consistent with this policy.

9.20.1 Police Captains will receive vacation, catastrophic leave, holidays and escrow benefits consistent with the terms of the Lieutenants under the Supervisory bargaining unit and will receive shift differential pay. Police Captains will be scheduled for 2080 annual hours.

9.21 COBRA

On April 7, 1986, the Consolidated Omnibus Budget Reconciliation Act (COBRA, also known as Public Law 99-272, Title X) was enacted. This Federal law requires that employers with 20 or more employees offer employees and/or their dependents a continuation of medical and dental coverage in certain instances where coverage under the plan would otherwise terminate.



Report to the
Personnel Committee
of the City of Green Bay

MEETING DATE

January 9, 2024

PREPARED BY

AGENDA ITEM # F.I

Report of Routine Personnel Actions

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. Personnel Action Report 1.9.24

**REPORT OF ROUTINE PERSONNEL ACTIONS
FOR REGULAR EMPLOYEES
January 9, 2024**

<u>Position</u>	<u>Department/Division</u>	<u>Name</u>	<u>Date</u>
<u>New Hire</u>			
Plumbing/Heating Inspector	DCED	Kevin Wieland	12/11/2023
OVP Operations and Data Officer	DCED	Andrea Kressin	12/18/2023
Temp Tax Collection Help	Admin Svs	Rebecca Derenne	12/11/2023
Engineering Technician	DPW	Abigail Adams	12/18/2023
Truck Driver - Streets	DPW	Jonathan Nitka	1/2/2024
Seasonal Engineering Aide	DPW	Melody Siudzinski	12/27/2023
Plumbing/HVAC Inspector	DCED	Evan LeGrave	1/2/2023
Mechanic	DPW	Brandon Knoflicek	1/2/2024
<u>Promotion</u>			
Lieutenant	Fire	Keith Kumbalek	12/16/2023
Engineer	Fire	Todd Madson	12/16/2023
Firefighter	Fire	David Dellemann	12/16/2023
Lieutenant	Fire	Cory Day	12/16/2023
Engineer	Fire	Richard Longcore	12/16/2023
Firefighter	Fire	Jason Tease	12/16/2023
Cyber Security Specialst	PD	Jason Bamman	12/18/2023
Signs Operator	DPW	Keith Waldo	12/19/2023
Lieutenant	Fire	Todd Coolman	12/31/2023
Firefighter	Fire	Trent Smits	12/31/2023
Patrol Officer Recruit	PD	John Anderson	12/18/2023
Maintenance Technician	Transit	Doug Janssen	12/11/2023
<u>Transfer</u>			
Laborer - Streets	DPW	Jackson Kispert	12/11/2023
<u>Grade/Step Change</u>			
Sewer Maintenance Worker	DPW	Cody Akerboom	12/6/2023
Right of Way Specialist	DPW	Thomas Giese	12/1/2023
Engineering Technician	DPW	Robert Woldt	11/28/2023
Engineering Technician	DPW	Thomas Schuurmans	12/1/2023
Fleet Manager	DPW	Nathan Wachtendonk	12/1/2023
Arborist II	PRF	Cole Kirchman	12/21/2023
Programmer/Analyst	IT	Yurshia Xiong	12/1/2023
Network Specialist	IT	Kristi Wise	12/1/2023
Captain	PD	Ben Allen	12/9/2023
Mechanic	PD	Marty Biese	12/1/2023
Crime Analyst	PD	Michelle Belongie	12/1/2023
Word Processor	PD	Jane Clark	12/1/2023
Records Clerk	PD	Kristin Clark	12/1/2024
Word Processor	PD	Tammy Hansen	12/1/2023
Records Clerk	PD	Carla Hoffmann	12/1/2023
Business Manager	PD	Rick Jurkanis	12/1/2023

Building Services Supervisor	PD	Gary McDermid	12/1/2023
Support Assistant	PD	Sue Petty	12/1/2023
Evidence Technician	PD	Nathan Kolinski	12/1/2023
Records Clerk	PD	Theresa Racine	12/1/2023
Crime Prevention Coordinator	PD	Natalia Sidon	12/1/2023
Crime Prevention Coordinator	PD	Melanie Skalmoski	12/1/2023
Administrative Clerk	PD	Jamie Wozniak	12/1/2023
Executive Secretary	PD	Laura Wery	12/1/2023
Payroll Specialist	Admin Svs	Tammy Metoxen	12/1/2023
Systems Analyst	IT	Steve Meadowcroft	12/1/2023
Records Clerk	PD	Angela Knutson	12/1/2023
Electrician	DPW	Tim Reed	12/1/2023
Electrician Foreperson	DPW	Jerry Bruley	12/1/2023
Construction Inspection Manager	DPW	Jennifer McCartney-Grube	12/1/2023
Patrol Officer	PD	Austin Jahnke	12/19/2023
Patrol Officer	PD	Jade Schneider	12/28/2023
Patrol Officer	PD	Agustin Mahner	12/19/2023
Lieutenant	PD	Erin Bloch	10/31/2023
Human Resources Generalist II	HR	Jen Smits	12/1/2023
Wellness Administrator	HR	Amner Van Allen	12/1/2023
Deputy Parks Director	PRF	James Andersen	1/1/2024
Custodian II	PRF	Cheyenne Stevens	1/17/2024
Assistant Public Works Director	DPW	James Brunette	12/1/2023
Operations Manager	DPW	Chris Pirlot	12/1/2023
Document Center Lead	Admn Svs	Erica Kirchen	1/1/2024
Park Ranger II	PRF	Paul Leicht	1/1/2024
Fire Chief	Fire	Matthew Knott	12/19/2023
Chief of Staff	Mayor	Amaad Rivera-Wagner	11/3/2023
Public Works Director	DPW	Steve Grenier	12/1/2023
Recreation Manager	PRF	Ann Moeller	1/1/2024

End of Employment

Patrol Officer	PD	Peter Mitchell	12/8/2023
Captain	Fire	Scott Gudowicz	12/16/2023
Captain	Fire	Kyle Koch	12/16/2023
Truck Driver - Sanitation	DPW	Ken Maccaux	1/2/2024
Payroll Specialist	Admin Svs	Tammy Metoxen	12/29/2023
Chief Building Official	CED	Paul Van Calster	12/14/2023
Temporary Plumbing Inspector	CED	Steve Terrien	12/14/2023
Administrative Clerk	PRF	Dawn Ouradnik	12/29/2023
Captain	Fire	Joseph Gabe	12/30/2023
Recreation Supervisor	PRF	Pat Baye	1/26/2023
Records Clerk	PD	Theresa Racine	1/17/2024
Seasonal Engineering Aide	DPW	Melody Siudzinski	1/23/2024
Specialist II	PD	Craig Pakkala	1/5/2023

Longevity

Cleaner	PRF	Susan Turner	1/28/2024
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