



OFFICIAL NOTICE AND AGENDA

of a meeting of a City Board, Commission, Department, Committee, Agency, Corporation, Quasi-Municipal Corporation, or sub-unit thereof.

Posted: Friday, January 6, 2012

Regular Meeting: **SPECIAL Personnel Committee**
Date/Time: **Tuesday, January 10, 2012 @ 6:30 p.m.**
Location: **Council Chambers/Public Safety Building (321 S. Fourth Street, Stoughton)**
Members: **Greg Jenson(ch), Sonny Swangstu, Paul Lawrence(vc), Larry Peterson, Donna Olson (ex-officio)**

AGENDA ITEMS FOR CONSIDERATION

(All items listed may be acted upon unless noted specifically for communication only.)

- 1) Call to order.
- 2) Approve Extension of Acting City Clerk Designation and Compensation.
- 3) Adjournment

IMPORTANT: THREE (3) MEMBERS NEEDED FOR A QUORUM (excluding Mayor): If you are unable to attend the meeting, please notify the City Clerk by calling (608)873-6677 or via email phougan@ci.stoughton.wi.us

It is possible that members of, and possibly a quorum of members of other committees of the Common Council of the City of Stoughton may be in attendance at the above-mentioned meeting to gather information. No action will be taken by any such groups at the above-mentioned meeting other than the committee specifically referred to in this notice.

Please note that, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids & services. For information or to request this service, contact the City Clerk at (608) 873-6692

Distribution List: Media, Council, Mayor, Leadership Team, Clerk/Personnel Director & staff, Attorney Matthew Dregne

City of Stoughton, 381 E Main Street, Stoughton WI 53589

RESOLUTION OF THE PERSONNEL COMMITTEE & FINANCE COMMITTEE

Authorizing and directing the proper city official(s) to appoint Maria P. Hougan as the "Acting City Clerk", along with an additional wage compensation of \$5.00 per hour.

Committee Action: Personnel _____ Finance _____

Fiscal Impact: \$1,589.70 (\$1,400.00 wages + \$82.60 WRS+\$107.10 FICA) (Funds already budgeted in 2012 through City Clerk wages)

File Number: R- 5 -2012 Date Introduced: January 10, 2012

WHEREAS, the City Clerk Personnel Director resigned on September 23, 2011, and

WHEREAS, the Common Council met on October 11, 2011 and appointed Maria P. Hougan as Acting City Clerk with a wage increase of \$5.00 per hour (R-123-2011) for the next 13 weeks as compensation for these additional duties (ending Dec. 23, 2011).

WHEREAS, The office of City Clerk / Personnel Director remains open, the Mayor requests that the Personnel Committee and Common Council meet on January 10, 2012 to consider an extension of the designation and corresponding compensation for an additional 7 weeks (ending Feb 11, 2012).

BE IT RESOLVED by the Common Council of the City of Stoughton that the proper city official(s) be hereby directed and authorized to extend the appointment of Maria P. Hougan as the Acting City Clerk, and continue the increase of \$5.00 per hour as compensation due to additional responsibilities of the position for an additional 7 weeks (ending Feb 11, 2012).

Council Action: Adopted Failed Vote _____

Mayoral Action: Accept Veto

Donna Olson, Mayor Date

Council Action: _____ Override Vote _____

City of Stoughton, 381 E Main Street, Stoughton WI 53589

RESOLUTION OF THE PERSONNEL COMMITTEE & FINANCE COMMITTEE

Authorizing and directing the proper city official(s) to appoint Maria P. Hougan as the "Acting City Clerk", along with an additional wage compensation of \$5.00 per hour.

Committee Action: Personnel Approved 4-0 Finance

Fiscal Impact: \$2,960.00 (Funds already budgeted in 2011 through City Clerk wages)

File Number: R- 123 -2011

Date Introduced: October 18, 2011

WHEREAS, the City Clerk Personnel Director resigned on September 23, 2011, and

WHEREAS, the Personnel Committee met on September 26, 2011, and the Finance Committee met on October 11, 2011 to consider the Mayor's request to appoint an Acting City Clerk until the position is filled, and requests your approval, now therefore

BE IT RESOLVED by the Common Council of the City of Stoughton that the proper city official(s) be hereby directed and authorized to appoint Maria P. Hougan as the Acting City Clerk, approve a wage increase of \$5.00 per hour as compensation during this time due to additional responsibilities of the position.

Council Action: Adopted Failed Vote 12-0_____

Mayoral Action: Accept Veto

Donna Olson, Mayor Date

Council Action: _____ Override Vote 12-0_____

Motion by Lawrence, second by Hohol, to adopt a resolution of the Finance Committee authorizing and directing the proper city official(s) to pay subrogation claim of the Motorist Insurance Group for damages they paid to their insured, W. Richard Gordon III. Motion carried 12-0 by roll call.

ROLL CALL

#2	Yes	No
Swangstu	1	
Swadley	1	
McKichan	1	
Christianson	1	
Lawrence	1	
Scovotti	1	
Chenoweth	1	
Jenson	1	
Hohol	1	
Olstad	1	
Peterson	1	
Tone	1	
Result	12	0

R-123-2011

Council president Chenoweth stated he is introducing this agenda item because it was requested to be placed on the agenda with special permission outside of the Council Rules.

Motion by Lawrence, second by Peterson, to vote on consideration of R-123-2011 Motion carried 12-0.

Aldersperson Scovotti asked council to allow overtime for the two part time receptionists. Tone asked who will be doing the other 40 percent of the deputy clerk position. Scovotti stated there is room in the budget to offer extended hours to the 2 part time employee's in the clerk's office to allow for assistance during this time period between hiring a Clerk.

X { Motion by Chenoweth, second by Hohol, to adopt a R-123-2011 of the Personnel Committee and Finance Committee (introduced by the Council President) authorizing and directing the proper official(s) to appoint Maria P. Hougan as Interim Acting Clerk. Aldersperson Jenson asked for a joint personnel and finance meeting. Scovotti would like to have this meeting in the next 5 days. Motion carried 12-0.

Motion by Hohol, second by Lawrence to amend the motion to authorize extended hours, cost not to exceed \$5,000 in the next 13 weeks.

Motion by Tone, second by Scovotti, to amend the amendment to the main motion, that the hours not exceed 16 hours per week. Motion failed 7-6 on roll call vote, with the Mayor voting noe.

ROLL CALL #3	Yes	No
Swadley		1
McKichan		1
Christianson	1	
Lawrence	1	
Scovotti	1	
Chenoweth		1
Jenson		1
Hohol		1
Olstad	1	
Peterson	1	
Tone	1	
Swangstu		1
Result	6	6
mayor		1

* The motion before the Council was the main motion as amended. Motion carried 12-0 by roll call.

ROLL CALL #1	Yes	No
Tone	1	
Swangstu	1	
Swadley	1	
McKichan	1	
Christianson	1	
Lawrence	1	
Scovotti	1	
Chenoweth	1	
Jenson	1	
Hohol	1	
Olstad	1	
Peterson	1	
Result	12	0

R-124-2011

Council president Chenoweth stated he is introducing this agenda item because it was requested to be placed on the agenda with special permission outside of the Council Rules.

Motion by Chenoweth, second by Hohol, to consider resolution R-124-2011. Motion carried 11-1.

Motion by Chenoweth, second by Hohol to adopt a resolution of the Personnel Committee and Finance committee (introduced by the Council President) authorizing