

**CITY OF TWO RIVERS CITY COUNCIL  
PERSONNEL AND FINANCE COMMITTEE  
Wednesday, March 15, 2023  
6:00 PM  
City Council Chambers – City Hall**

**Call to Order**

The meeting was called to order by Committee Chairperson Dahlke at 6:09 PM

**Roll Call**

Committee Members present were Bonnie Shimulunas and Jeff Dahlke. Committee Member Adam Wachowski was absent. Members of City Staff present were Greg Buckley, City Manager; David Buss, Finance Director; Mike Mathis, Parks & Recreation Director; and Ben Meinnert, Police Chief.

**Review Proposal for Reclassification of a Command Position in the Police Department**

Police Chief Meinnert presented his proposal to reclassify the Professional Standards Lieutenant position to a Captain position. The reclassification would change the position from an hourly rate, eligible for overtime and comp time, to a salary position. It also provides for improvements in the chain of command and succession planning. The committee discussed the proposal.

Motion to recommend to City Council the reclassification of Police position of Professional Standards Lieutenant to a Captain made by Shimulunas, seconded by Dahlke. Motion carried.

**Discuss the Possible Capital Project for Replacement of City Hall HVAC Controls-not budgeted for 2023**

City Manager Buckley presented a quote from Schaus Mechanical and gave background on the outdated City Hall HVAC system and its related issues. City Staff will be doing additional research on the project and will likely be coming back to the Council to amend the 2023 budget to cover the necessary renovation costs. The Committee discussed the funding of the project. No action was taken at this time.

**Discuss Possible New Full-Time Hire to Fill In for Extended Employee Absence in the Parks and Recreation Department**

Mike Mathis and Greg Buckley presented the proposal to cover a long term medical leave of absence with the hiring of a full-time Parks Maintenance Worker with the hope that a similar full time position would become available by the time the leave of absence employee returns or funding for an additional position would become available. The committee discussed various aspects of the proposal.

Motion to recommend to City Council the hiring of a full-time employee to cover the long term leave of absence in the Parks and Recreation Department in tandem with investigating the possibility of utilizing a temporary service agency made by Shimulunas, seconded by Dahlke. Motion carried.

**Adjournment**

Motion was made by Shimulunas, seconded by Dahlke, to adjourn the meeting 7:24 PM. Motion carried.

Respectfully Submitted,

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David Buss, Finance Director