

MINUTES OF THE COMMON COUNCIL MEETING HELD AT THE GREENFIELD CITY HALL ON TUESDAY, DECEMBER 19, 2023

A. Call to Order & Roll Call

The meeting was called to order by Mayor Neitzke at 7:00 PM.

Present: Alderpersons Andrew Drzewiecki, Bruce Bailey, Karl Kastner, Pamela Akers, Shirley Saryan
Also present: Jeff Katz, Director, Neighborhood Services; Jennifer Goergen, City Clerk; Kristi Porter, Community Development Manager.

B. Opening Prayer

An opening prayer was given by Pastor Vik.

C. Pledge of Allegiance

D. Approval of the December 5, 2023 Common Council minutes

Motion by Alderperson Bruce Bailey, seconded by Alderperson Shirley Saryan to approve. Motion carried unanimously.

E. Mayor's Report

Mayor Neitzke spoke about former police chief Francis Springob's passing, visitation, and the many contributions that he made to the City of Greenfield throughout his lifetime.

He wished everyone a merry Christmas, happy holidays and a happy New Year.

Park & Rec, Police and Fire had a successful Cruising Santa event again this year.

Tax bills went out last week and had record-setting collections at City Hall in the first few days.

Leaf collection stopped a week before Christmas to change to snow removal. However, people can still use the drop-off center for leaves.

F. Aldermanic Reports

Alderperson Bailey said that the Tree Commission set a record of planting over 1,200 trees in the city this year.

G. Announcements

H. Citizen Commentary

I. Old Business

1. Appointments to various committees and commissions:

a. Mayor appointments, confirmed by Council:

- i. One member to the Board of Review for a term to expire 5/1/2026 (formerly James Jaworowicz)
- ii. One member to the Zoning Board of Appeals for a term to expire 5/1/26 (formerly John Rivera)

J. New Business

1. Appointments to various committees and commissions:

a. Mayor appointments, confirmed by Council:

- i. One member to the Fire and Police Commission for a term to expire 5/1/2028.
Mayor Neitzke nominated David Patrick, 4361 S 43rd St., as a member of the Police and Fire

Minutes are not official until formally approved by the Common Council at the next scheduled meeting.

Commission. Motion by Alderperson Karl Kastner, seconded by Alderperson Pamela Akers to confirm appointment. Motion carried unanimously.

Mayor Neitzke thanked Jeff Hohensee, battalion chief, for his years of service to the city as he is retiring.

2. Resolution disallowing the claim of Old Republic Insurance Company/First Student regarding alleged damages relating to a motor vehicle accident on December 9, 2022. (Goergen)
Motion by Alderperson Pamela Akers, seconded by Alderperson Bruce Bailey to approve the resolution. Motion carried unanimously.
3. Resolution appointing Election Officials: Chief Inspectors, Election Inspectors and Special Voting Deputies for 2024-2025. (Goergen)
Motion by Alderperson Pamela Akers, seconded by Alderperson Andrew Drzewiecki to approve. Motion carried unanimously.
4. Approve applications for 2023-2024 operator licenses (Goergen)
Motion by Alderperson Karl Kastner, seconded by Alderperson Bruce Bailey to approve. Motion carried unanimously.
5. Approve Site and Architectural Plans for proposed construction of a solar parking structure at International Brotherhood of Electrical Works Local 494, an existing business located at 3303 S. 103 St., submitted by Tom Wineke, d/b/a Westphal & Company and John Jacobs, d/b/a IBEW Local 494. (Tax Key No. 524-8986-024) (PC-12/12/23 Kastner)
Alderperson Akers asked to explain what solar parking is. Mayor Neitzke explained that it is a parking structure that will have solar panels on the roof.
John Jenkins, business manager at IBEW, was present to represent the company. He explained that the carport and building will have solar panels along with EV charging. Plans are to have a ribbon cutting and press conference when the project is completed.

Motion by Alderperson Karl Kastner, seconded by Alderperson Andrew Drzewiecki to approve. Motion carried unanimously.
6. Discussion and decision regarding renewing the City's 2024 insurance policies (which include: liability, auto liability, worker's comp, crime, cyber liability, employment practices liability, equipment breakdown, pollution liability, property and storage tanks), and authorize the City Clerk and Mayor to sign related paperwork. (12/13/23 F&HR S. Saryan)
Motion by Alderperson Karl Kastner, seconded by Alderperson Andrew Drzewiecki to approve. Motion carried unanimously.
7. Discussion and decision to approve a contract for Blockchain transactions and wallets for tracking purposes in advanced investigations of Crypto currency and beyond (12/13/23 F&HR S. Saryan)
Motion by Alderperson Pamela Akers, seconded by Alderperson Bruce Bailey to approve. Motion carried unanimously.
8. Discussion and decision to approve 5- year agreement between Greenfield Police Department and Flock Safety for purposes of automated license plate recognition technology (12/13/23 F&HR S. Saryan)
Motion by Alderperson Pamela Akers, seconded by Alderperson Shirley Saryan to approve. Motion carried unanimously.

Under discussion, Mayor Neitzke stated the importance of technology being used daily by law enforcement in relation to stolen cars and keeping the community safe.
9. Decision to approve a resolution for the 2024 Non-Rep Resolution and Command Staff and

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organizational chart as required. (12/13/23 F&HR S. Saryan)

Motion by Alderperson Saryan, seconded by Alderperson Bailey to approve agenda items J9 - J15.

Motion carried unanimously.

10. Discussion and decision to change job title of Deputy Comptroller to Assistant Finance Director and revise job description (12/13/23 F&HR S. Saryan)
Approved under agenda item J9.
11. Discussion and decision to change job title of P/T Public Health Associate/Farmers Market Manager to Farmers Market Coordinator and revise job description (12/13/23 F&HR S. Saryan)
Approved under agenda item J9
12. Discussion and decision to revise job title of Recreation Coordinator to Recreation Supervisor, Older Adult Programs, Special/Community Events, Farmers Market and Volunteer Coordinator and revise job description. (12/13/23 F&HR S. Saryan)
Approved under agenda item J9.
13. Discussion and decision to create job description, set salary, recruit and hire Administrative Assistant, Human Resources/Fire Department (12/13/23 F&HR S. Saryan)
Approved under agenda item J9.
14. Approval of schedules of disbursements in the amount of \$1,209,982.04. (12/13/23 F&HR S. Saryan)
Approved under agenda item J9.
15. Approval of mileage reimbursements in the amount of \$997.58. (12/13/23 F&HR S. Saryan)
Approved under agenda item J9.
16. Common Council to go into closed session pursuant to Wis. Stat. § 19.85(1)(e) for deliberating and/or negotiating the investment of public funds or conducting other specified business when competitive or bargaining reasons require a closed session, specifically: reviewing responses to Requests for Proposals to redevelop Spring Mall. (11/29/23 F&HR S. Saryan)
Motion by Alderperson Pamela Akers, seconded by Alderperson Bruce Bailey to go into closed session at 7:21 PM. Motion carried unanimously.
17. Adjourn closed session and reconvene into open session.
Motion by Alderperson Pamela Akers, seconded by Alderperson Bruce Bailey to adjourn closed session and reconvene into open session at 8:02 PM. Motion carried unanimously.
18. Discussion and possible action regarding reviewing responses and potential selection of a developer pertaining to Requests for Proposals to redevelop Spring Mall. (11/29/23 F&HR S. Saryan)
Motion by Alderperson Pamela Akers, seconded by Alderperson Karl Kastner to proceed as directed.
Motion carried unanimously.

K. Items for future agenda
Sound barriers.

L. Adjourn
Motion by Alderperson Karl Kastner, seconded by Alderperson Bruce Bailey to adjourn at 8:07 PM. Motion carried unanimously.

Jennifer Goergen, City Clerk

Minutes transcribed by Melissa Ramsey, Clerk Specialist

Distributed: 12/21/2023

COMMON COUNCIL
OF THE
CITY OF GREENFIELD

RESOLUTION NO. 3958

A RESOLUTION DISALLOWING THE CLAIM OF OLD REPUBLIC INSURANCE
COMPANY / FIRST STUDENT REGARDING ALLEGED DAMAGES RELATING TO A
MOTOR VEHICLE ACCIDENT ON DECEMBER 9, 2022

WHEREAS, Gallagher Bassett Services, Inc. submitted a claim on behalf of Old Republic Insurance Company and First Student to the City of Greenfield on September 26, 2023; and

WHEREAS, the claimants alleged that, on or about December 9, 2022, the claimants incurred damages in the amount of \$8,604.46 due to a motor vehicle accident between a snow plow and a school bus; and

WHEREAS, the City's Attorney's Office has reviewed the facts and circumstances relating to the claim and recommends that the Common Council disallow the claim.

NOW THEREFORE, BE IT RESOLVED, by the Common Council of the City of Greenfield, that the claim of Old Republic Insurance Company and First Student is disallowed.

BE IT FURTHER RESOLVED that the City Clerk is hereby directed to forward a copy of this disallowance to claimants and claimant's agent, and claimants are hereby advised that legal action to collect on this claim be commenced within six (6) months of the date of disallowance or be barred.

Approved:

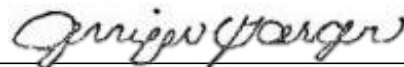


Michael J. Neitzke, Mayor

Date Approved:

12/20/2023

This is to certify that the foregoing Resolution was adopted by the Common Council of the City of Greenfield, Wisconsin, at a meeting held on the 19th day of Decemeber, 2023.



Jennifer Goergen, City Clerk

RESOLUTION NO. 3959

RESOLUTION APPOINTING ELECTION OFFICIALS: CHIEF INSPECTORS, ELECTION
INSPECTORS AND SPECIAL VOTING DEPUTIES FOR 2024-2025

WHEREAS, Wis. Stats. 7.30(4) (a) requires the governing body to appoint election officials no later than the last regular meeting in December of each odd numbered year for the 2024-2025 election cycle; and

WHEREAS, Wis. Stats. 7.30(4) (b) states that the two dominant parties are each responsible for submitting a list of names from which all appointees to inspector positions shall be chosen as outlined within the statutes; and

WHEREAS, The City Clerk received four nominees for election inspectors from the Democratic Party of Milwaukee County, attached as Exhibit A; and

WHEREAS, the City Clerk received 28 nominees for election inspectors from the Republican Party of Milwaukee County, attached as Exhibit B; and

NOW, THEREFORE, BE IT RESOLVED that the Common Council of the City of Greenfield confirms the list of election officials for the 2024-2025 election cycle, attached as Exhibit C.

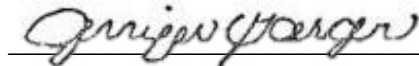
PASSED AND ADOPTED by the Common Council of the City of Greenfield on the 19th day of December, 2023.

APPROVED:



Michael J. Neitzke, Mayor

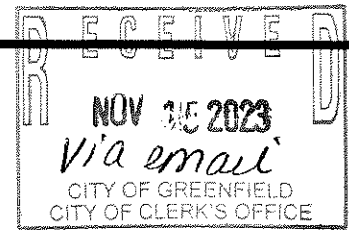
ATTEST:



Jennifer Goergen, City Clerk

Jennifer Goergen

From: Caroline Hutton <caroline.hutton@wisdems.org>
Sent: Wednesday, November 15, 2023 8:00 AM
To: Mayor Neitzke; z GF Clerk Dept
Cc: Claire Lovell-Lepak; Chris Sinicki; Dawn Martin
Subject: Election Inspector Nominations
Attachments: MILWAUKEE - CITY OF GREENFIELD.pdf; MILWAUKEE - CITY OF GREENFIELD.xlsx



Dear Mayor Neitzke and Clerk Goergen,

On behalf of the Democratic Party of Milwaukee County, and pursuant to Wis. Stat. § 7.30, please find an electronic copy of the Democratic Party's nominations for the position of Election Inspector for the 2024-2025 election cycle. We hope that this electronic format will make it easier for you to import and use this data to reach out to the nominees. We are also sending hard copies of this information via USPS Priority Mail; the tracking numbers are **9405511206204852590130** for Mayor Neitzke and **9405511206204852598143** for Clerk Goergen.

Each nominee has been contacted individually and has agreed to serve as an election inspector. And, to the best of our ability to verify, each nominee is an eligible elector of the county.

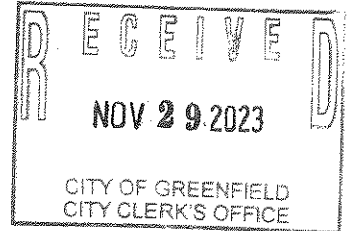
If you have any questions or concerns, please do not hesitate to reach out to me or to Claire Lovell-Lepak, Deputy Voter Protection Director for Election Administration, by phone at (608) 492-1180 or by email.

Thank you for all that you do to protect the democratic process.

Cordially,

Caroline Hutton

Election Inspectors Nomination List



Dear Jennifer Goergen,
(municipal clerk)

Pursuant to Wis. Stat. §7.30, and for the purposes of nominating Republican Election
Inspectors in Milwaukee County,
(county)

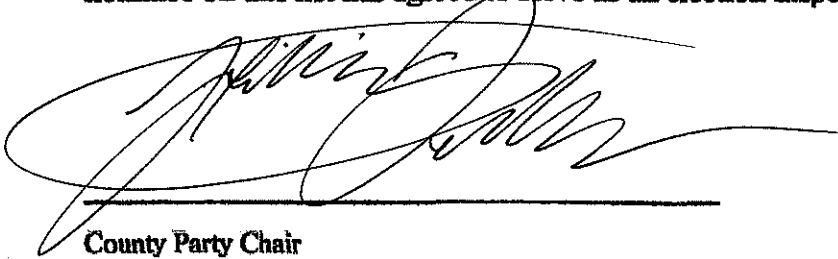
in person @ 4:20pm
by Melissa R.

I, Hilario Delcon, Chairman of the Republican Party of Milwaukee
(name) (position) (county)

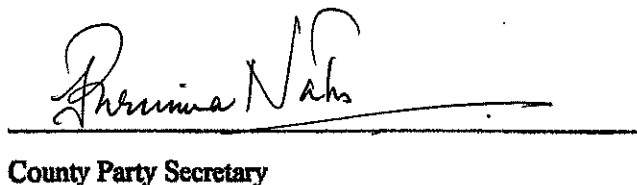
County hereby nominate the named individuals below.

Certification

I, hereby, certify that I have contacted each nominee whose name appears on this list and each nominee on this list has agreed to serve as an election inspector.


County Party Chair

11/29/23
Date


County Party Secretary

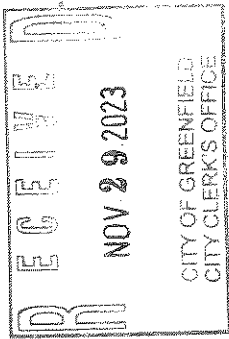
11/29/23
Date

Please do not hesitate to contact me with any questions or if you need any additional information.

Brett Galaszewski
(Name)

414-943-4474
(Phone)

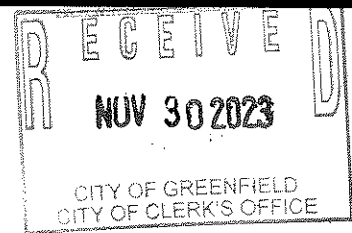
bgalaszewski@yahoo.com
(Email)



First	Last	Phone	Email	Address
Curt	Evers	(414) 581-2786	Cdever5@yahoo.com	4644 S 48th St. Greenfield 53220
Jeffrey	Sponder	(414) 458-0142	jeffrey_sponder@yahoo.com	4076 South 60th Street Greenfield WI 53220
Denise	Collins	4143064284	denisecollins45@yahoo.com	4439 S. 38th St., Greenfield, WI 53221
James	Villwock	(414) 507-0562	jimvillwock2001@yahoo.com	3021 W Colony Dr Greenfield 53220
David	Patrick	(414) 213-5655	davepatrick84@gmail.com	4361 S 43rd Greenfield
Linda	Lemon	(414) 427-8373		4650 S 110th St Greenfield 53228
Susan	Bereford	414-208-9421	Beresfsd@yahoo.com	10800 W Bobolink Greenfield WI 53225
Gregory	Krystek	(414) 403-6436	gkrystek@wi.rr.com	4357 S 34th St Greenfield WI 53221
Amanda	Rotaru	414-795-6520	amrotaru55@gmail.com	4676 S 50th St. Greenfield WI 53220
Andrew	Manske	414-640-3400	manskeandy23@gmail.com	7708 w Waterford Ave Greenfield, WI 53220
John	Graber	(414) 915-7359	johngraberjr@icloud.com	10155 W. Coldspring Rd. #209 Greenfield 53208
Joyce	Grunert	(414) 940-0985	jrosegurnert@yahoo.com	5225 S 41st St Greenfield WI 53221
Brad	Wenzer	(414) 217-3497	bewanzer@gmail.com	4058 S 43rd Greenfield 53220
Howard	Esser	4144303490	Esserfxd@hotmail.com	5190 King Arthurs Ct South Greenfield 53220
Timothy	Newholm	(414) 236-1442	ten@boylefred.com	12122 w Morgan Oak Drive Greenfield
Brian	Bond	703 527 4122		5200 S Tuckaway BLvd # 262 Greenfield 53221
Jason	Jacobs	262 444 3334	ijmoneyline@yahoo.com	2810 W Upham ave greenfield wi 53221
Mary	Miller	414 331 0938	mem112455@yahoo.com	4345 S 61st st Greenfield 53220
Chris	Mihas	414 543 1340	aplate1@sbcglobal.net	6201 W Plainfield Ave Greenfield 53220
Barbe	DeSmet	4145208565	barbe_desmet@yahoo.com	5270 S Acorn Lane Greenfield 53220
Brad	Hays	(414) 541-4406	bhays1@att.net	11964 W. Sarah Ct Greenfield 53220
Timothy	Rick	(414) 378-7617	007trick@gmail.com	6520 W Howard Ave Unit 105 Greenfield 53220
Robert	Kawczynski	(414) 281-9021	bobkaw1044@aol.com	3841 37Th St, Greenfield, WI 53221
Judy	Bintliff	(414) 429-3963	judy.bintliff@att.net	3467 S Strothmann Dr Greenfield WI 53219
Barbara	Delgadillo	(414) 232-8153	barbdelgadillo31@gmail.com	3414 S Princeton Ave milwaukee 53215
Irene	Dawydiuk	414-588-9757	lrened7072@att.net	4434 S. 68th Street Greenfield WI 53220
Julie	Burnmeister	(414) 828-2711	jntsteffen@msn.com	7926 W Bottsford Ave Greenfield, WI 53220

Jennifer Goergen

From: Brett Galaszewski <bgalaszewski@yahoo.com>
Sent: Thursday, November 30, 2023 2:54 PM
To: z GF Clerk Dept
Subject: Republican Poll Worker Nominations +1



Good afternoon,

I dropped off a poll worker nomination list on behalf of the Republican Party of Milwaukee County at the office yesterday right before closing. Can I add this name to that list please? See below. Please confirm receipt as well.

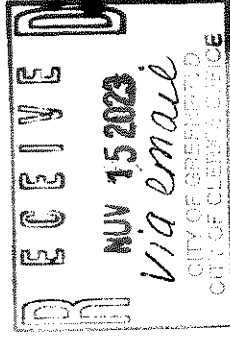
Karen	Shilling	(414) 405-1182	karensilling19@gmail.com	5283 Somerset Ln S Greenfield, WI 53220
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Thank you!

Brett Galaszewski
1st Vice Chair - RPMC

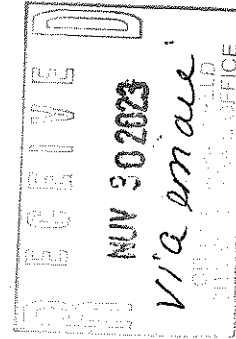
ND 1
ND 15
ND 1

CITY OF GREENFIELD - MILWAUKEE COUNTY									
First Name	Last Name	Street Address	Mailing City	ZIP Code	Email Address	Number	Voting Municipality	Fluency	Notes
Beata	Brandt	4509 West Morgan Avenue	Greenfield	53220	muzicwoman@gmail.com	414-384-7774	MILWAUKEE COUNTY		
William	Coutant	11825 W Howard Ave	Greenfield	53228	bcoutant@wi.rr.com	414-405-1630	MILWAUKEE COUNTY		
Laura	Florini	3656 S 48th Place	Greenfield	53220	Lauraflo234@gmail.com	414-303-9576	MILWAUKEE COUNTY		



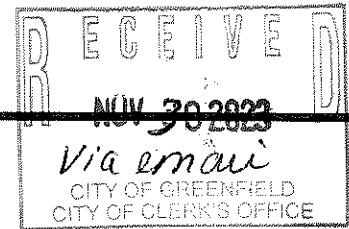
First Name	Last Name	Street Address	Mailing City	ZIP Code	Email Address	Phone Number	Voting Municipality	Notes
Karen	Siegel	9280 N Pelham Pkwy	Bayside	53217	karenjanes@aol.com	414-247-0170	MILWAUKEE COUNTY	

CITY OF GREENFIELD - MILWAUKEE COUNTY



Jennifer Goergen

From: Caroline Hutton <caroline.hutton@wisdems.org>
Sent: Wednesday, November 29, 2023 5:27 PM
To: Jennifer Goergen
Cc: Mayor Neitzke; z GF Clerk Dept; Claire Lovell-Lepak; Chris Sinicki; Dawn Martin
Subject: Re: Election Inspector Nominations
Attachments: CITY OF GREENFIELD - MILWAUKEE COUNTY.xlsx; City of Greenfield - Supplemental Poll Worker Nomination Letters.pdf



Dear Clerk Goergen,

Thank you for confirming receipt!

We have received an additional nominee for the City of Greenfield. I have attached digital copies of the letter and list, and a physical copy is on its way to you via USPS.

Please let us know if you have any questions.

All the best,
Caroline

On Wed, Nov 15, 2023 at 12:48 PM Jennifer Goergen <Jennifer.Goergen@greenfieldwi.us> wrote:

Hi Caroline:

Received, thank you.

Jennifer Goergen, WCMC/CMC

City Clerk

City of Greenfield

7325 W. Forest Home Ave., Room 102

Greenfield, WI 53220

Telephone: (414) 329-5215

Email: JenniferG@Greenfieldwi.us

From: Caroline Hutton [mailto:caroline.hutton@wisdems.org]

Sent: Wednesday, November 15, 2023 8:00 AM

SU	First Name	Last Name	Job Title	Party Affiliation	Address	City, State	Zip
	Cathy	Anderson	Chief Inspector	Unaffiliated	9110 W. Allerton Ave.	Greenfield, WI	53228
	Cheryl	Bailey	Chief Inspector	Unaffiliated	4281 S. 81st St.	Greenfield, WI	53220
	Rudy	Banyai	Election Inspector	Unaffiliated	3879 S. Oakbrook Dr.	Greenfield, WI	53228
	Janis	Barnier	Election Inspector	Unaffiliated	4920 W. Colonial Ct.	Greenfield, WI	53220
	Paul	Barrette	Election Inspector	Unaffiliated	5344 S. 48th St.	Greenfield, WI	53220
	Rosemarie	Barrette	Election Inspector	Unaffiliated	5344 S. 48th St.	Greenfield, WI	53220
	Susan	Beresford	Election Inspector	Rep. Party Aff.	10800 W. Bobolink Ave.	Milwaukee, WI	53225
	Kathryn	Berezowitz	Election Inspector	Unaffiliated	9248 W. Kensington Way	Franklin, WI	53132
	Karen	Bergmann	Election Inspector	Unaffiliated	4558 S. Greenridge Circle	Greenfield, WI	53220
	Jeanette	Bilodeau	Election Inspector	Unaffiliated	4824 S. Brookdale Dr.	Greenfield, WI	53228
	Judy	Bintliff	Election Inspector	Rep. Party Aff.	3467 S. Strothmann Dr.	Greenfield, WI	53219
	Patricia	Blahnik	Election Inspector	Unaffiliated	4944 W. Maple Leaf Circle	Greenfield, WI	53220
SU	Judy	Blattner	Election Inspector	Unaffiliated	9610 W. Plainfield Ave.	Greenfield, WI	53228
SU	Bernard	Blattner	Election Inspector	Unaffiliated	9610 W. Plainfield Ave.	Greenfield, WI	53228
	Susan	Blenski	Election Inspector	Unaffiliated	4601 W. Holt Ave.	Greenfield, WI	53219
	Roman	Blenski	Election Inspector	Unaffiliated	4601 W. Holt Ave.	Greenfield, WI	53219
	Brian	Bond	Election Inspector	Rep. Party Aff.	5200 S. Tuckaway Blvd #262D	Greenfield, WI	53221
	Kathie	Boss	Election Inspector	Unaffiliated	5367 S. Hidden Dr.	Greenfield, WI	53221
	Beata	Brandt	Election Inspector	Dem. Party Aff.	4509 W. Morgan Ave.	Greenfield, WI	53220
	Deborah	Brandt	Chief Inspector	Unaffiliated	6711 W. Tripoli Ave.	Milwaukee, WI	53220
	Jean	Bronson	Election Inspector	Unaffiliated	5343 S. 48th St.	Greenfield, WI	53220
	Arlene	Burger	Election Inspector	Unaffiliated	5047 S. 65th St.	Greenfield, WI	53220
	Julie	Burmeister	Election Inspector	Rep. Party Aff.	7926 W. Bottsford Ave.	Greenfield, WI	53220
	Don	Carlson	Election Inspector	Unaffiliated	5082 W. Colonial Ct.	Greenfield, WI	53220
	Renee	Chartrand	Election Inspector	Unaffiliated	6123 W. Allerton Ave.	Greenfield, WI	53220
	Carol	Chetney Fleming	Election Inspector	Unaffiliated	4838 S. Waterview Ct.	Greenfield, WI	53220
	Lynne	Cole	Election Inspector	Unaffiliated	11923 W. Waterford Ave.	Greenfield, WI	53228
	Denise	Collins	Chief Inspector	Rep. Party Aff.	4439 S. 38th St.	Greenfield, WI	53221
	William	Coutant	Election Inspector - Wishes to continue to work in Milwaukee	Dem. Party Aff.	11825 W. Howard Ave.	Greenfield, WI	53228
	Michael	Crivello	Chief Inspector	Unaffiliated	4068 W. Granada St.	Greenfield, WI	53221
	Marie	Custer	Election Inspector	Unaffiliated	4656 S. Woodland Drive	Greenfield, WI	53220
	Christine	Dadtka	Alt. Chief Inspector	Unaffiliated	12191 W. White Oak Drive	Greenfield, WI	53228
	Murray	Davis	Election Inspector	Unaffiliated	4935 S. Greenbrook Terrace #132	Greenfield, WI	53220

	Irene	Dawydiuk	Election Inspector	Rep. Party Aff.	4434 S. 68th St.	Greenfield, WI	53220
	Barbara	Delgadillo	Election Inspector	Rep. Party Aff.	3414 S. Princeton Ave.	Milwaukee, WI	53215
	Terri	Delke	Chief Inspector	Unaffiliated	7100 W. Layton Ave.	Greenfield, WI	53220
	Donna	Derse	Election Inspector	Unaffiliated	4929 S. 34th St.	Greenfield, WI	53221
	Barbe	DeSmet	Election Inspector	Rep. Party Aff.	5270 S. Acorn Lane	Greenfield, WI	53221
	Marlene	Dixon	Election Inspector	Unaffiliated	9025 W. Howard Ave. #106	Greenfield, WI	53228
	Donna	Dolata	Election Inspector	Unaffiliated	9433 W. Layton Ave.	Greenfield, WI	53228
	Donald	Doss	Election Inspector	Unaffiliated	7241 W. Squire Ave.	Greenfield, WI	53220
	Karen	Engels	Election Inspector	Unaffiliated	7103 W. Armour Ave.	Greenfield, WI	53220
	Howard	Esser	Election Inspector	Rep. Party Aff.	5190 King Arthurs Ct. South	Greenfield, WI	53221
	Curt	Evers	Election Inspector	Rep. Party Aff.	4644 S. 48th St.	Greenfield, WI	53220
	Laura	Fiorini	Election Inspector	Dem. Party Aff.	3656 S. 46th Place	Greenfield, WI	53220
	Roger	Frankowski	Chief Inspector	Unaffiliated	10515 W. Pallotine Dr.	Greenfield, WI	53228
	Gilbert	Frenn	Election Inspector	Unaffiliated	9780 W. Norwich Ave.	Greenfield, WI	53228
	Linda	Friedman	Election Inspector	Unaffiliated	4376 S. Placid Dr.	Greenfield, WI	53220
	James	Frommell	Election Inspector	Unaffiliated	11755 W. Waterford Ave.	Greenfield, WI	53228
	Donna	Galik	Election Inspector	Unaffiliated	7835 W. Bottsford Ave.	Greenfield, WI	53220
	Susan	Gambetta	Election Inspector	Unaffiliated	5300 Woodbridge Lane S	Greenfield, WI	53221
	John	Graber	Election Inspector	Rep. Party Aff.	10155 W. Coldspring Rd. #209	Greenfield, WI	53228
	Devan	Gracyalny	Chief Inspector	Unaffiliated	6028 W. Woodview Ct.	Greenfield, WI	53220
	Joyce	Grunert	Election Inspector	Rep. Party Aff.	5225 S. 41st St.	Greenfield, WI	53221
	Stephen	Haas	Election Inspector	Unaffiliated	5846 S. 42nd St.	Greenfield, WI	53221
SU	Matthew	Haugen	Election Inspector	Unaffiliated	5115 W. Midland Dr.	Greenfield, WI	53220
	Mary	Hauke	Election Inspector	Unaffiliated	9405 W. Howard Ave. #282	Greenfield, WI	53228
	Brad	Hays	Election Inspector - also on Milwaukee list & wants to continue to work there	Rep. Party Aff.	11964 W. Sarah Ct.	Greenfield, WI	53228
	Cynthia	Heikel	Election Inspector	Unaffiliated	5000 S. 107th St. #109	Greenfield, WI	53228
	Marietta	Heule	Election Inspector	Unaffiliated	3643 W. Barnard Ave.	Greenfield, WI	53221
	Ngac Nhi	Hoang	Election Inspector	Unaffiliated	4405 W. Bottsford Ave.	Greenfield, WI	53220
	Annette	Holvey	Election Inspector	Unaffiliated	4505 W. Loomis Rd.	Greenfield, WI	53220
	Joyline	Hornburg	Election Inspector	Unaffiliated	5240 S. Honey Creek Dr.	Greenfield, WI	53221
	Mary	Immel	Election Inspector	Unaffiliated	3786 S 35th St.	Greenfield, WI	53221
	Jason	Jacobs	Election Inspector	Rep. Party Aff.	2810 W. Upham Ave.	Greenfield, WI	53221

	Susan	Kartes	Election Inspector	Unaffiliated	5382 Cambridge Lane	Greenfield, WI	53221
	Robert	Kawczynski	Election Inspector	Rep. Party Aff.	3841 S. 37th St.	Greenfield, WI	53221
	Kathleen	Klapka	Election Inspector	Unaffiliated	5963 S. 34th St.	Greenfield, WI	53221
	Brenda	Kohl	Election Inspector	Unaffiliated	4325 S. 86th St.	Greenfield, WI	53228
	James	Koier	Election Inspector	Unaffiliated	4923 S. 81st St.	Greenfield, WI	53220
	Bonnie	Konop	Chief Inspector	Unaffiliated	4463 S. 72nd Street	Greenfield, WI	53220
	Jacqueline	Konrad	Election Inspector	Unaffiliated	4401 S. 48th St.	Greenfield, WI	53220
	David	Konrad	Election Inspector	Unaffiliated	4401 S. 48th St.	Greenfield, WI	53220
	Harry	Kraemer	Election Inspector	Unaffiliated	11923 W. Waterford Ave.	Greenfield, WI	53228
	Gregory	Krystek	Election Inspector	Rep. Party Aff.	4357 S. 34th St.	Greenfield, WI	53221
	Mary	Lamping	Chief Inspector	Unaffiliated	6015 W. Bottsford Ave.	Greenfield, WI	53220
	Michael	Lamping	Election Inspector	Unaffiliated	6015 W. Bottsford Ave.	Greenfield, WI	53220
	Lawrence	Lausier	Election Inspector	Unaffiliated	9744 W. Plainfield Ave.	Greenfield, WI	53228
	Nancy	Lehrer	Chief Inspector	Unaffiliated	5230 Honey Creek Dr.	Greenfield, WI	53221
	Linda	Lemon	Election Inspector	Rep. Party Aff.	4650 S. 110th St.	Greenfield, WI	53228
	Linda	Levenhagen	Election Inspector	Unaffiliated	4873 S. Waterview Ct.	Greenfield, WI	53220
	Tammy	Lewandowski	Election Inspector	Unaffiliated	5011 S. 65th St.	Greenfield, WI	53220
	Diane	Loos	Election Inspector	Unaffiliated	3651 W. Wanda Ave.	Greenfield, WI	53221
	Joshua	Manning	Election Inspector	Unaffiliated	4670 S. Woodland Dr.	Greenfield, WI	53220
	Andrew	Manske	Election Inspector	Rep. Party Aff.	7708 W. Waterford Ave.	Milwaukee, WI	53220
	Lynda	McGill	Election Inspector	Unaffiliated	8876 W. Waterford Square S	Greenfield, WI	53228
	Julie	Mertes	Election Inspector	Unaffiliated	6100 W. Stonehedge Dr. #109	Greenfield, WI	53220
	Marilyn	Metz	Election Inspector	Unaffiliated	3993 S. Prairie Hill Lane #201	Greenfield, WI	53228
	Christine	Mihas	Election Inspector	Rep. Party Aff.	6201 W. Plainfield Ave.	Greenfield, WI	53220
	Mary	Miller	Election Inspector	Rep. Party Aff.	4345 S. 61st St.	Greenfield, WI	53220
	Miriam	Miranda	Chief Inspector	Unaffiliated	3352 S. Schauer Ave.	Greenfield, WI	53219
SU	Michael	Mirer	Election Inspector	Unaffiliated	5027 West Midland Drive	Greenfield, WI	53219
	Patricia	Monte	Election Inspector	Unaffiliated	6100 W. Stonehedge Dr. #146C	Greenfield, WI	53220
	Robin	Muirhead	Election Inspector	Unaffiliated	8245 W. Plainfield Ave.	Greenfield, WI	53220
	Karen	Muna	Election Inspector	Unaffiliated	4953 S. Heritage Dr. #V104	Greenfield, WI	53220
	Janet	Murray	Election Inspector	Unaffiliated	6660 W. Barnard Ave. #107	Greenfield, WI	53220
	Timothy	Newholm	Election Inspector	Rep. Party Aff.	12122 W. Morgan Oak Dr.	Greenfield, WI	53228
	Catherine	Oreskovich	Election Inspector	Unaffiliated	5043 S. Stonehedge Dr.	Greenfield, WI	53220
	Ronald	Ostrowski	Election Inspector	Unaffiliated	5320 S. 48th St.	Greenfield, WI	53220

	Maxine	Pais	Chief Inspector	Unaffiliated	4940 S. Greenbrook Terrace #15202	Greenfield, WI	53220
	David	Patrick	Election Inspector-wishes to be a poll watcher/observer not work at polls	Rep. Party Aff.	4361 S. 43rd St.	Greenfield, WI	53220
	Ramona	Peterson	Election Inspector	Unaffiliated	5427 Somerset Lane	Greenfield, WI	53221
	Linda	Pinkowski	Chief Inspector	Unaffiliated	3580 S. 44th St.	Greenfield, WI	53220
	Barbara	Piotrowski	Chief Inspector	Unaffiliated	3628 S. 46th Place	Greenfield, WI	53220
	Sandra	Pozniak	Election Inspector	Unaffiliated	4527 W. VanBeck	Greenfield, WI	53220
	Dennis	Priest	Election Inspector	Unaffiliated	5448 Somerset Lane S	Greenfield, WI	53221
	Jane	Priest	Election Inspector	Unaffiliated	5448 Somerset Lane S	Greenfield, WI	53221
	Natalija	Radisich	Election Inspector	Unaffiliated	5238 S. Acorn Lane	Greenfield, WI	53221
SU	Gail	Reck	Election Inspector	Unaffiliated	4195 W. Squire Ave.	Greenfield, WI	53221
	Donald	Reid	Election Inspector	Unaffiliated	6100 W. Marcy Lane	Greenfield, WI	53220
	Karen	Reske	Election Inspector	Unaffiliated	4345 S. 71st St.	Greenfield, WI	53220
	Timothy	Rick	Election Inspector	Rep. Party Aff.	1643 S. 55th St.	West Milwaukee	53214
	Michele	Rinka	Election Inspector	Unaffiliated	5328 Sutton Place S	Greenfield, WI	53221
SU	Gale	Roberts	Election Inspector	Unaffiliated	4696 S. 110th St.	Greenfield, WI	53228
	Craig	Romanowski	Election Inspector	Unaffiliated	4267 S. 78th St.	Greenfield, WI	53220
	Amanda	Rotaru	Election Inspector	Rep. Party Aff.	4676 S. 50th St.	Greenfield, WI	53220
	Caroline	Sanderson	Election Inspetor	Unaffiliated	5761 W. Edgerton Ave.	Greenfield, WI	53220
	Robert	Sanderson	Election Inspector	Unaffiliated	5761 W. Edgerton Ave.	Greenfield, WI	53220
	Leon	Saryan	Chief Inspector	Unaffiliated	3714 W. Vogel Ave.	Greenfield, WI	53221
	Kathryn	Schuette	Election Inspector	Unaffiliated	5002 S. Stonehedge Drive	Greenfield, WI	53220
	Kathy	Schwickert	Election Inspector	Unaffiliated	4554 S. 47th St.	Greenfield, WI	53220
	Michael	Sellenheim	Election Inspector	Unaffiliated	4756 W. Maple Leaf Circle	Greenfield, WI	53220-2781
	Richard	Shane	Election Inspector	Unaffiliated	4363 S. 118th St.	Greenfield, WI	53228
	Karen	Shilling	Election Inspector	Rep. Party Aff.	5293 Somerset Lane S	Greenfield, WI	53221
	Karen	Siegel	Election Inspector	Dem. Party Aff.	9260 N Pelham Pkwy	Bayside, WI	53217
	Sister Marian	Siegel	Election Inspector	Unaffiliated	3953 S. Prairie Hill Ln. #309	Greenfield, WI	53228
	Geralyn	Spankowski	Election Inspector	Unaffiliated	3745 S. 56th St.	Greenfield, WI	53220
	Jeffrey	Sponder	Election Inspector	Rep. Party Aff.	4076 S. 60th St.	Greenfield, WI	53220
	Jean	Steinbach	Election Inspector	Unaffiliated	5456 Morningside Lane	Greenfield, WI	53221
	Nancy	Steinbrenner	Election Inspector	Unaffiliated	11436 W. Cold Spring Rd.	Greenfield, WI	53228
	Carol	Stephany	Election Inspector	Unaffiliated	4212 S. 97th St.	Greenfield, WI	53228

	Mary	Szukalski	Election Inspector	Unaffiliated	3841 W. Barnard Ave.	Greenfield, WI	53221
	Rory	Szukalski	Election Inspector	Unaffiliated	3841 W. Barnard Ave.	Greenfield, WI	53221
	Virginia	Thurow	Election Inspector	Unaffiliated	4940 W. Vollmer Ave.	Greenfield, WI	53219
	Judith	Vander Grinten	Election Inspector	Unaffiliated	3811 S. 35th St. #5	Greenfield, WI	53221
	James	Villwock	Election Inspector	Rep. Party Aff.	3021 W. Colony Dr.	Greenfield, WI	53221
	Janis	Waraxa	Election Inspector	Unaffiliated	3455 S. 104th St.	Greenfield, WI	53227
	Claudia	Wardius	Alt. Chief Inspector in training	Unaffiliated	3453 S. 10th St.	Milwaukee, WI	53215
	Brad	Wenzer	Election Inspector	Rep. Party Aff.	4058 S. 43rd St.	Greenfield, WI	53220
	Terry	Wilde	Election Inspector	Unaffiliated	3633 S. 46th Place	Greenfield, WI	53220
	Carol	Willms	Election Inspector	Unaffiliated	4597 W. Clayton Crest Ave.	Greenfield, WI	53220
	Telinda	Wilson	Election Inspector	Unaffiliated	4229 S. 81st St.	Greenfield, WI	53220
	Jill	Zauner	Election Inspector		9554 W. Upham Ave.	Greenfield, WI	53228
	Lisa	Ziebell	Election Inspector	Unaffiliated	11621 West Glen Way	Greenfield, WI	53228
	Walter	Ziller	Election Inspector	Unaffiliated	4814 W. Layton Ave.	Greenfield, WI	53220
	Sally	Zorko	Election Inspector	Unaffiliated	5055 S 66th St.	Greenfield, WI	53220
	Gerald	Zorko	Election Inspector	Unaffiliated	5055 S 66th St.	Greenfield, WI	53220

S:\Elections\2024 Elections\Election Inspectors-Poll Workers\Election Worker Master List 2024-2025 12/5/23

RESOLUTION NO. 3960

RESOLUTION TO SET THE SALARIES AND BENEFITS OF NON-REPRESENTED
AND PROTECTIVE SERVICES STAFF EMPLOYEES OF THE CITY OF
GREENFIELD FOR 2024

RESOLVED, By the Common Council of the City of Greenfield, that the 2024 resolution to set the salaries and benefits of non-represented and protective services staff employees of the City of Greenfield for 2024 is approved.

PASSED AND ADOPTED by the Common Council of the City of Greenfield on the 19th day of December, 2023.

APPROVED:



Michael J. Neitzke, Mayor

ATTEST:



Jennifer Goergen, City Clerk

PART I. The wages and salaries of the following officers and employees shall be as follows:

Effective 1/01/2024	START (hrly)	1 YEAR (hrly)	2 YEAR (hrly)	3 YEAR (hrly)	4 YEAR (hrly)
ACCOUNTANT	30.11	31.16	32.25	33.37	34.55
ADMINISTRATIVE ASSISTANT	28.84	29.86	30.91	32.00	33.12
CIB ADMINISTRATIVE SPECIALIST	31.00	32.08	33.20	34.36	35.57
CLERK SPECIALIST	25.57	26.01	26.49	26.98	27.45
CLERK/TYPIST	23.11	23.59	23.97	24.34	24.88
COURT CLERK, ASSISTANT	23.97	24.39	24.83	25.28	25.76
COURT CLERK	25.57	26.01	26.49	26.98	27.45
DEPUTY CITY CLERK	32.43	33.57	34.73	35.96	37.22
ELECTRICAL/PLUMBING/BLDG INSP - ENTRY LEVEL	35.51	36.75	38.04	39.37	40.73
ELECTRICAL/PLUMBING/BLDG INSP W/ 4 CERTIFICATIONS	36.57	37.85	39.17	40.53	41.97
ELECTRICAL/PLUMBING/BLDG INSP W/ ≥5 CERTIFICATIONS	37.67	38.97	40.35	41.76	43.21
EMERGENCY DISPATCHER	27.87	28.72	29.63	30.49	33.04
ENGINEERING SPECIALIST	28.84	29.86	30.91	32.00	33.12
ENVIRONMENTAL HEALTH SPECIALIST	33.74	34.94	36.13	37.39	38.71
FABRICATOR/MECHANIC	31.48	32.58	33.72	34.89	36.11
FINANCE SPECIALIST	28.84	29.86	30.91	32.00	33.12
GIS TECHNICIAN	26.32	27.19	28.16	29.16	30.19
PROJECT MANAGER	32.92	34.08	35.26	36.50	37.77
GRAPHICS/CLERK TYPIST	25.57	26.01	26.49	26.98	27.45
NON-CDL LABORER (STARTING RATE ONLY)	22.73				
LABORER	23.73	24.55	25.42		
OPERATOR	26.32	27.19	28.16	29.16	30.19
P/T BAILIFF (FIXED RATE)	15.00				
P/T CLERICAL (GRANDFATHERED)	23.11	23.59	24.44	24.82	25.38
P/T CLERK-TYPIST (AFTER 5/15/15)	16.17	16.74	17.32	17.92	18.56
P/T COMMUNITY SERVICE OFFICER (FIXED RATE)	18.00				
P/T FARMERS MARKET COORDINATOR	23.90				
P/T FIRE MARSHAL	23.90				
P/T INTERGOVERNMENTAL SANITARIAN SPECIALIST	33.74	34.94	36.13	37.39	38.71
P/T POLICE SERVICES SPECIALIST-INVESTIGATOR	25.94				
P/T PUBLIC HEALTH NURSE	33.74	34.94	36.13	37.39	38.71
POLICE CLERK TYPIST	25.77	26.33	26.71	27.14	27.73
PUBLIC HEALTH NURSE	33.74	34.94	36.13	37.39	38.71
PUBLIC HEALTH SPECIALIST	33.74	34.94	36.13	37.39	38.71
SENIOR OPERATOR	31.25	32.34	33.47	34.65	35.86
WORKING FOREMAN	37.49	38.80	40.15	41.55	43.00

Dispatchers or Clerk Typists who are assigned by the Police Chief, or his designee, to train new recruit employees shall receive fifteen dollars (\$15) per day. Shift differential of (\$0.25) twenty-five cents per hour for Non-Represented personnel assigned to either second, third, or swing shift.

Effective 1/01/2024	START (annual)	1 YEAR (annual)	2 YEAR (annual)	3 YEAR (annual)	4 YEAR (annual)
ASSISTANT FINANCE DIRECTOR	98,808	102,267	105,846	109,551	113,385
ASSISTANT FIRE CHIEF	114,389	118,392	122,538	126,823	131,263
ASSISTANT POLICE CHIEF	116,939	121,030	125,267	129,653	134,190
BATTALION CHIEF	97,188	100,587	104,108	107,753	116,451
CASE MANAGER	74,885	77,505	80,217	83,025	85,933
CITY CLERK	91,932	95,150	98,480	101,926	105,495
COMMUNITY DEVELOPMENT MANAGER	91,932	95,150	98,480	101,926	105,495
COURT ADMINISTRATOR	67,452	69,814	72,256	74,786	82,703
DEPUTY TREASURER	76,055	78,719	81,473	84,324	87,277
DIRECTOR - NEIGHBORHOOD SERVICES	105,538	109,232	113,054	117,009	121,107
SENIOR PROJECT MANAGER	78,998	81,764	84,626	87,588	90,651
FINANCE DIRECTOR	114,389	118,392	122,538	126,823	131,263
HEALTH OFFICER/DIRECTOR	95,741	99,093	102,562	106,151	109,866
HUMAN RESOURCES DIRECTOR	94,455	97,761	101,183	104,724	108,390
MANAGER OF INFORMATION TECHNOLOGY	114,389	118,392	122,537	126,823	131,263
OFFICE SUPRV/ADMIN COMM COORD/PD/IT	73,537	76,111	78,775	81,532	84,386
OPERATING SYSTEMS ANALYST	73,841	76,425	79,102	81,868	84,733
PARK & RECREATION DIRECTOR	91,932	95,150	98,480	101,926	105,495
PARKS/FACILITIES SUPERVISOR	79,480	81,864	84,318	86,849	94,555
PARKS MAINTENANCE COORDINATOR	59,100	61,166	63,307	65,524	67,816
PLANNER	66,703	69,038	71,454	73,955	76,544
POLICE CAPTAIN	110,818	114,697	118,710	122,866	127,167
PROJECT ENGINEER	78,998	81,764	84,626	87,588	90,651
PUBLIC HEALTH STRATEGIST	74,885	77,505	80,217	83,025	85,933
RECREATION SUPERVISOR	69,094	71,535	74,016	76,606	79,286
SENIOR ACCOUNTANT	76,055	78,719	81,473	84,324	87,277
SUPERINTENDENT OF PUBLIC WORKS	98,808	102,267	105,846	109,551	113,385
SYSTEMS ADMINISTRATOR	91,932	95,150	98,480	101,926	105,495

The wage as set forth represents the annual rate for the continued employment for that position on an annual basis. This wage does not represent a guarantee of employment for the term represented by the wage.

Police and Fire Departments

Pursuant to Section 62.13 of the Wisconsin Statutes, the Police Chief and Fire Chief shall be in command of the police and fire departments. The salary range for the police chief and fire chief shall be \$129,846 to \$144,152 as determined by the Common Council.

Promotion

Individuals who may be appointed and/or promoted to fill a non-represented position, may be placed anywhere on the salary schedule, with the Council and/or the appropriate Committee authorizing negotiating parameters to the Mayor or his or her designee. This includes salary as well as benefits.

It is understood that any new hires into this classification may be hired at the entry level, or above.

Salary Computation

Salary is computed at a biweekly rate for salaried employees, an hourly rate for hourly employees.

Mileage Allowance

Each City officer or employee using his/her private automobile will be paid the sum of the IRS approved mileage rate for use of said vehicle on City business. Parking fees will also be paid by the City. Mileage Report forms should be turned in monthly to the Finance Department on forms provided by that department. Officers and employees covered by this resolution will be entitled to mileage allowance unless they are provided a city-owned vehicle.

PART II. USE OF CITY-OWNED VEHICLES FOR OFFICIAL BUSINESS

The Fire Chief, Assistant Fire Chief, Chief of Police, Assistant Police Chief, Superintendent of Public Works, and Parks and Facilities Supervisor shall have the use of a city-owned vehicle. Use of City-owned vehicles is permitted for incidental personal use so long as the employee is fully equipped and ready for duty and monitoring the emergency radio. If an authorized person uses a City-owned vehicle to attend out of City business (conventions, seminars, etc.) he/she shall not be allowed to use a City-owned vehicle if they extend the stay either before or after the official business is conducted. The vehicles may be used to commute to and from home and the work site. However, under existing Internal Revenue Codes, such mileage may be taxable. The Finance Department, along with the Department of Human Resources, will be responsible for determining the taxability of use of such vehicles. Where it is determined that mileage is taxable, the City will use the imputed tax method of calculations for compliance with IRS regulations.

PART III. HOLIDAYS

Regular full-time employees of the City of Greenfield covered under the terms of this resolution will receive the following holidays as determined by the City: Currently, the holidays are:

New Year's Day	Labor Day	Christmas Eve
Friday before Easter	Thanksgiving Day	Christmas Day
Memorial Day	Friday after Thanksgiving Day	New Year's Eve
Independence Day	Floating Holiday	

Whenever any of said holidays falls on a Saturday or Sunday, the preceding or succeeding workday shall be the holiday as determined by the Mayor and/or his/her designee. Whenever a designated holiday occurs, an employee of the City of Greenfield shall receive his/her regular pay at straight time for that day.

Part-time employees, with the exception of transcriptionists and community service officers in the police department, will be credited with pro-rata holiday hours based upon total hours worked the previous calendar year.

Holiday pay will be paid only to those employees who have worked their regular scheduled hours the day before and the day after the designated holiday, except if they are on vacation, jury duty, or an excused absence.

All eligible employees working an average fifty-six (56) hour work week shall be granted eleven (11) days off (24 hour days) per year in lieu of eleven (11) paid holidays.

Any employee who receives the benefit of the holidays listed in this section before it accrues and subsequently terminates his/her employment with the City agrees to have the City deduct from his/her final paycheck the value of such holiday or holidays received.

PART IV. DEFINITIONS

Whenever the word “employee” is used in this resolution, it means a regular full-time employee of the City of Greenfield covered under the terms of this resolution who has been appointed by the Civil Service Commission, or other appointment authority by the City, or employed through authorized contract. A part-time employee is defined as an individual usually working less than 30 hours per week and not eligible for standard benefits.

PART V. VACATIONS WITH PAY

A. Vacation Allowance: Eligible employees working a forty (40) hour work week for the City of Greenfield covered under the terms of this resolution earn vacation benefits as follows. An employee cannot exceed two weeks of vacation carryover, plus their accrued vacation entitlement, without consent of the Mayor or his/her-designee.

1. Two (2) weeks vacation after one (1) year employment.
2. Three (3) weeks vacation after six (6) years of employment
3. Four (4) weeks vacation after thirteen (13) years of employment
4. Five (5) weeks vacation after twenty (20) years of employment
5. One additional day of vacation for each year after twenty two (22) years employment.

A week of vacation is composed of five (5) workdays. Vacation benefits will be accumulated on a prorated basis each month. Vacation may be used as accumulated. However, no advances will be allowed.

Employees working an average fifty-six (56) hour work week shall be entitled to a vacation with pay in accordance with the following schedule:

Six (6) Workdays after One (1) Year
Nine (9) Workdays after Six (6) Years
Twelve (12) Workdays after Thirteen (13) Years
Fifteen (15) Workdays after Twenty (20) Years
One additional day of vacation for each year of employment including and past twenty two (22) years

B. Vacation Selection: Vacations must be arranged with the approval of the employee's immediate supervisor so as not to interfere with the normal functions of the City. In the event of conflict over a selection of vacation dates, the Department Manager will resolve the matter.

C. Vacation Eligibility: Each employee becomes eligible for vacation after the completion of six (6) months of employment retro to hire date. However, employee may not take vacation time until completion of one (1) year of employment.

D. Vacation Scheduling: Vacation days may not be waived in lieu of pay. Eligibility for vacation is determined by individual anniversary date. All vacation must be approved by the individual Department Manager. Each department, based upon their needs, shall determine the minimum amount of time that can be charged to vacation, but in no case will vacations of less than an hour be allowed.

E. Proration of Benefits: In the event an employee who has successfully completed his/her introductory period of employment terminates employment with the City of Greenfield, he/she shall not be entitled to receive compensation for accumulated vacation time earned. Employees who have celebrated their one (1) year anniversary will be entitled to receive compensation for accumulated vacation time earned. Vacation accumulation may not exceed their annual allowance, plus two weeks accrued vacation eligibility, without the Mayor's approval or his/her designee.

PART VI. AUTHORIZED LEAVES OF ABSENCE

A. Jury Duty: Employees working a forty (40) hour work week called for jury duty shall be entitled to receive time off at their regular rate of pay provided that they pay all compensation received for such jury duty, excluding mileage allowance, to the City prior to receiving their regular paycheck.

Eligible employees, working a fifty-six (56) hour work week, at the completion of jury duty on their normal duty day as soon as practicable, shall return to duty. The employee shall be released from duty at 10:00 p.m. (2200 hours) when jury duty is to be worked the next day.

B. Funeral Leave: Eligible employees working a forty (40) hour work week, upon application, leaves of absence not exceeding three (3) working days with pay will be allowed employees of the Department in the case of death of spouse, child, stepchild,

father, stepfather, mother, stepmother, sister, stepsister, brother, stepbrother, father-in-law, mother-in-law, and not more than two (2) working days in the case of death of daughter-in-law, son-in-law, sister-in-law, brother-in-law, and not more than one (1) working day in the case of death of employee's or spouse's grandfather or grandmother and grandchildren. In the case of death of any other relative, the employee will be permitted to change his/her next day off so that he/she may attend the funeral.

Eligible employees working a fifty-six (56) hour work week, upon application, leave of absence with pay not exceeding two (2) workdays, will be allowed members of the Department in case of spouse, child, father, mother, parent-in-law, sister or brother, step-parent, step-sister, step-brother, step-child; and not more than one (1) workday in case of daughter-in-law, son-in-law, sister-in-law, brother-in-law, grandfather, grandmother. In the case of the death of any other relative, the member will be permitted to change his/her next day off so that he/she may attend the funeral.

C. Family and Medical Leave: Family and medical leave will be granted in accordance with established City policy.

D. Military Leave of Absence

1. Military Training Duty: Members of active military reserve units who are required to attend yearly training sessions, not exceeding two weeks, shall be paid an amount equal to the difference between their military pay and their regular pay.
2. Temporary Active Duty: Members in the active military reserve and members belonging to the National Guard, if called to active duty for a period not exceeding one week, shall be paid an amount equal to the difference between their military pay and their regular pay, providing they return to their full-time employment immediately thereafter.
3. Exchange of Paychecks: Base military pay received for such duty or service shall immediately be paid over to the Finance Director in exchange for the employee's regular paycheck.

E. Additional Leave: After any and all appropriate accrued time off is exhausted, all other leaves of absence shall be without pay and shall be granted only in cases of extreme necessity. Applicants for such leave shall make a request to the employee's Department Manager, or in the case of a Department Manager to the Mayor, in writing and shall state in clear and definite terms the reasons for leave of absence.

1. A leave of absence without pay for a period not exceeding five (5) days may be granted by the employee's Department Manager, or in the case of a Department Manager by the Mayor, in his/her sole discretion if he/she considered the reason for such absence adequate. Such request shall not be unreasonably denied.

2. All requests for unpaid leaves of absence in excess of five (5) days shall be submitted by the employee's Department Manager to the Human Resources Director. The Human Resources Director may require the applicant applying for leave on account of sickness or disability to submit to a physical examination by a physician chosen by the City before granting such leave and prior to the return of the employee to regular employment.

PART VII. INSURANCE

A. Insurance: Health Insurance Coverage.

Effective 1/1/12, employees will pay twelve and six/tenths percent (12.6%) per month toward the applicable single or family amount, based on the actual monthly premium costs of the insurance, calculated to the nearest dollar.

No employee shall make any claims against the City for additional compensation in lieu of or in addition to his/her insurance premiums paid because he/she does not qualify for the family plan. The City may, at its discretion, self-fund the health care program. The City may provide, but is not obligated to provide, an alternative health care plan. All terms and conditions are subject to the individual health insurance contracts.

B. Insurance Option: As an alternative to health insurance, employees who opt not to participate in the existing plans will receive an employer contribution of \$500 per year in a medical reimbursement for the single plan and \$1,000 per year for a family plan. Employees who terminate health insurance during the plan year will not receive this benefit. This option will be available when the medical insurers will guarantee that the employees opting out of a plan have the full rights to return during the open enrollment period. The opt-out option must be exercised during the open enrollment period to qualify for the employer contribution.

C. Other Insurance Information: The City has the right to design and designate the insurance carrier. It shall be the employee's responsibility to notify the City of any change in family status for health insurance coverage. This shall include, but not be limited to, changing from family to single coverage.

Such notification shall take place within thirty (30) days of the change in family status.

In the event that a husband and wife are both employed by the City, the two employees will be entitled to a maximum of one (1) health insurance plan. In the event that either spouse should die, the remaining spouse shall continue to receive the applicable coverage (family or single). If the husband and wife should divorce, both employees would be entitled to receive the applicable coverage (family or single).

D. Retiree Health Insurance:

1. **NON PROTECTIVE SERVICE EMPLOYEES:** The applicable single or family health insurance coverage shall continue to be maintained by the employer for employees until normal retirement age, provided such employees retire with fifteen (15) continuous years of service to the City of Greenfield, and provided such employees retire pursuant to the “normal retirement age” under the Wisconsin Retirement System. Normal retirement age is defined as the age at which an employee may begin receiving a retirement annuity which is not reduced by an actuarial reduction factor, but in no event earlier than age 57.

Employees eligible to retire under WRS at age 55 will be required to pay the full cost of health insurance until they reach age 57 and then are covered under the regular provided health plan. Such coverage will be continued until the employee qualifies for Medicare. This health insurance coverage shall be the same as the then existing non-represented employee resolution with regard to the identity of the insurance carrier, level of benefits and payment of health insurance premiums.

If an employee retires after age fifty-seven (57) with fifteen (15) years of service, and continues in the City’s health insurance program until the employee qualifies for Medicare, the employee’s spouse may continue in the City’s health insurance plan at their own cost until he or she qualifies for Medicare.

2. **PROTECTIVE SERVICE STAFF ONLY:** normal retirement age is defined as the age at which an employee may begin receiving a retirement annuity which is not reduced by an actuarial reduction factor, but in no event earlier than age fifty-three (53) provided the employee has twenty-five (25) years total service, or age fifty-four (54) with less than twenty-five (25) years total service. Such coverage will be continued until the employee qualifies for Medicare. This health insurance coverage shall be the same as the then existing non-represented employee resolution, with regard to the identity of the insurance carrier, level of benefits, and payment of health insurance premiums.

If an employee retires at or after age fifty-three (53) or fifty-four (54) with fifteen (15) years of service as a sworn law enforcement officer or firefighter and continues in the City’s health insurance program until the employee qualifies for Medicare, the employee’s spouse may continue in the City’s health insurance plan at their own cost until he or she qualifies for Medicare.

An employee who has 15 years of service as a sworn law enforcement officer or firefighter and has been regularly employed by the City in that capacity for a minimum of five (5) years and is eligible for normal retirement in the Wisconsin Retirement System and retires before the WRS normal retirement age, and who applies for and receives retirement benefits may continue in the City’s group health insurance coverage. The employee is responsible for

paying the applicable active employee premium for the single plan. If the employee elects family coverage, the employee is responsible for the difference between the full monthly premium of the family and single plans. At normal retirement age the City shall resume payment, as per the previous paragraph, provided coverage has been continuously maintained.

3. All non-represented retirees may elect to not accept City's medical insurance plan. The retiree may later return to the City's health insurance plan at the time of open enrollment or upon qualifying events (i.e. loss of coverage from current employer or loss of coverage from another source) provided that the retiree can prove continuous medical insurance coverage's have been in effect since his or her original retirement date and that the current carrier allows the return in the then existing policy.

E. Accident and Sickness Insurance: Accident and sickness insurance weekly benefits of One Hundred Seventy Five Dollars (\$175.00) for a maximum period of seventeen (17) weeks shall be paid to regular full-time employees who have successfully completed their introductory period of employment and who are off from work for reason of illness and/or non-duty connected accident after the regular full-time employee has exhausted his/her accumulated sick leave. Such benefits shall commence only after the regular employee has been unable to work for at least two (2) consecutive work weeks after he/she has used his/her accumulated sick leave. After the said two (2) consecutive work weeks, such benefits will be paid retroactively.

The premium for such insurance will be paid by the employer. Once an employee has received accumulated benefits for seventeen (17) weeks he/she shall not be entitled to any additional weekly benefits under this Section. Any monies received for accident and sickness insurance for which the employee has been paid sick leave benefits shall be turned back to the City. No employee at any time should ever be able to collect more than his/her biweekly base pay for a maximum of one (1) year.

F. Group Life Insurance: Group life insurance is available for all regular employees through the State of Wisconsin Group Life Insurance Program when employees make their election to participate unless an employee specifically declined such election to participate on forms provided by the Department of Human Resources. The City will pay the full cost for all employees having three (3) or more years continuous service with the City of Greenfield. Those with less than three (3) years of continuous service with the City of Greenfield will continue to pay on the current sixty-eight percent (68%) employee - thirty-two percent (32%) employer until they achieve their three (3) years of continuous service. Any employee who declines to participate in group life insurance and later elects to participate shall pay his/her own cost for any evidence of insurability requirements necessary to request and/or obtain coverage.

G. Extended Coverage for Health and Life Insurance: Health insurance and life insurance coverage shall be paid by the City of Greenfield for a period of time equal to

twenty-five percent (25%) of continuous service to a maximum of one (1) year of payments after sick leave time is exhausted. (This provision is intended for long-term illness).

PART VIII. DUTY INCURRED DISABILITY

A. Definition: Any City employee who sustains any injury while performing within the scope of his or her employment as provided by Chapter 102 of the Wisconsin Statutes (Worker's Compensation Act) shall be compensated as provided in Section B of this Part IX.

B. Benefits: Any employee entitled to accrued sick leave under the provisions of Part IX, Section D, of this resolution who is incapacitated by reason of injuries or illness resulting from his/her employment shall be entitled to receive his/her established rate of compensation subject to the following conditions: if an employee has accrued sick leave under the terms of Part IX, Section D of this resolution, he/she will be paid from his/her accrued sick leave credits for his/her regularly scheduled work day during the time he/she is awaiting a determination as to whether or not his/her illness or injury is compensable under Chapter 102 of the Wisconsin Statutes. If any employee has no accrued sick leave, he/she shall receive accident and sickness benefits designated in Part VII, Section E. during the period while he/she is awaiting a determination. If a determination is made that the illness or injury is compensable under Chapter 102 of the Wisconsin Statutes, the employee will receive credit for sick leave days used pending such determination. After determination is made that the injury or illness is compensable under Chapter 102 of the Wisconsin Statutes, the employee will receive the difference between his/her hourly rate or salary for the number of hours normally worked each week and his/her Worker's Compensation Benefits, up to a maximum of 80% of salary, provided he/she conforms to the procedures set forth herein. Such payments may continue for a maximum period of one (1) year. After the period of one (1) year, the employee may continue to use any sick leave which he/she has accrued under the terms of this resolution. An examination shall be made during the period of disability as frequently as believed necessary by the City of Greenfield. For employees with unlimited sick leave accrual, the employer shall continue full salary for the entire waiting period. In no event will any employee get more than his/her biweekly base pay for a maximum of one (1) year.

C. Payment: In order to receive the benefits set forth herein, the employee must provide suitable evidence of payment of Worker's Compensation Benefits to the Finance Director, or his/her designee.

PART IX. SICK LEAVE BENEFITS

A. Allowance:

1. Eligible regular full-time employees working a forty (40) hour work week, who have completed his/her introductory period of employment shall receive sick leave at a rate of one (1) sick leave day per month of employment up to a

maximum of two hundred twenty-five (225) days. Employees shall not earn sick leave while on a leave of absence.

2. Eligible employees working a fifty-six (56) hour work week, may accumulate computed from the date of the member's employment at the rate of eighteen (18) hours per month. Accumulated sick leave pay credits shall not accrue to the member's benefit until he/she has completed six (6) months service. Employees may accrue an unlimited number of hours in their sick leave account.

B. Use of Sick Leave: Eligible employees working a forty (40) hour work week may use sick leave benefits for the personal illness of an employee and for FMLA purposes. Sick leave benefits for employees shall begin on the first day of absence and continue until the employee returns to work or has used up all his/her accumulated sick leave. Employees who are sick and unable to report for work shall notify their immediate supervisor within fifteen (15) minutes of the start of their regularly scheduled hours of work on the morning on which they cannot report to work.

Sick Pay Computation:

Eligible employees working a fifty-six (56) hour work week shall have, accumulated sick leave charged off as follows:

(a) Twenty-four (24) hours charged off for each twenty-four hour period from the first day.

(b) In the event an employee's absence is for less than twenty-four (24) hours on any scheduled workday, said employee's sick leave accumulation shall be reduced in ½ hour increments.

C. Physician's Certificate: A physician's certificate may be required by Department Head and/or Human Resources in cases which an employee is absent for three (3) or more consecutive work days or in which sick leave days are used before or after a holiday or before or after a vacation.

D. Sick Leave Retirement Pay:

1. Employees shall accrue in a sick leave account at a rate of twelve (12) days per year. All regular full-time employees who have completed fifteen (15) or more years of continuous service shall be entitled to retirement pay, which shall be equivalent to fifty percent (50%) of accumulated sick leave up to a maximum of seventy-five (75) days payable at the employee's regular wage rate when the employee retires from employment under the WRS.
2. For Fire Command positions forty (40) hour positions only, the City shall establish a reserve sick leave account, which shows the balance of sick leave

on the date of appointment for promotions to the position of Chief, Assistant Chief, or Administrative Battalion Chief, which reflects the existing retirement pay provision in the Local 1963 IAFF labor contract. Employees promoted shall receive retirement pay at the current rate of pay on the day of promotion, but it shall be paid out at the time of retirement under the WRS. Employees shall not be able to add to this reserve account but can use the sick leave days after exhausting the current sick leave account.

3. All Fire Command fifty-six (56) hour employees who have completed five (5) or more years of continuous service shall be entitled to retirement pay which shall be equivalent to a maximum of thirty-five percent (35%) of two thousand seven hundred (2,700) accumulated sick leave hours in the employee's basic sick leave account, not to exceed 945 hours. All regular full-time employees hired on or after 1/1/94 who have completed fifteen (15) or more years of continuous service shall be entitled to retirement pay which shall be the equivalent to a maximum of thirty-five percent (35%) of two thousand seven hundred (2,700) accumulated sick leave hours in the employee's sick leave account, not to exceed 945 hours, at the employee's regular wage rate when the employee retires from the City. Such retirement gratuity shall not be paid in the event of termination of employment, or for any reason other than retirement under the Wisconsin Retirement System, except as set forth in paragraph 3 herein.

Sick leave retirement pay shall be paid in one lump sum in the pay period immediately following the employee's retirement, if administratively possible.

F. Sick Leave Incentive: Employees who do not use any sick days within any calendar quarter will receive incentive pay of seventy-five dollars (\$75), up to a maximum of three hundred dollars (\$300) annually. Such incentive pay shall be paid once per year on the first paycheck in February. Employees are eligible the first full quarter following the completion of their introductory period.

PART X. OVERTIME

A. Overtime:

Full-time non-exempt personnel (as defined under the Fair Labor Standards Act) shall be paid at the rate of one-and-one-half (1 ½) times the base rate for all hours worked above the normal work day or normal forty-hour work week and at the rate of double time for all work performed on holidays. Overtime may be paid in compensatory time. Full-time or part-time employees called in on emergency duties or mandatory call-in (hours other than regularly scheduled hours) shall be guaranteed two (2) hours pay at the appropriate overtime rate. This two-hour guarantee shall not apply if hours worked in addition to regularly scheduled hours are worked as an extension following the employee's regularly scheduled hours.

Overtime Pay: Overtime hours outside of regularly scheduled work hours and Saturday and Sunday work will be paid for at the rate of time and one-half (1-1/2), and work performed on holidays will be paid at double time, unless an employee uses a sick day within the normal 40 hours. Holidays, for purposes of double time pay, shall be the day on which the City actually celebrates the holiday. Overtime hours must be approved by the Department Manager, Chiefs, or his/her designee. (Note: Vacation days, holidays, or compensatory time days will be treated as days worked for the purpose of calculating potential overtime pay. Sick time hours are excluded in calculating potential overtime pay.)

Call-In: Employees called in on emergencies outside of their regularly scheduled hours of work will be guaranteed two (2) hours of pay at the overtime rate of 1 ½ times their base rate. This call-in policy shall not apply if hours worked in addition to regularly scheduled hours are worked as an extension following the employee's regularly scheduled hours. This call-in policy shall also not apply if an employee does not respond and/or report for work within a reasonable amount of time from the time he was contacted. It is understood that employees shall make a reasonable effort to report to work as soon as possible. Failure by the employee to make a reasonable effort to report to work as soon as possible shall be deemed cause for disciplinary action. If overtime work is scheduled prior to an employee's regularly scheduled hours of work, the guaranteed two (2) hours of pay at the proper premium shall not apply if employees are notified of the scheduled overtime work prior to the end of the employee's previous work shift.

Mandatory Overtime: Overtime work scheduled prior to the end of the employee's previous work shift, and overtime worked as an extension following the employee's regularly scheduled hours, is mandatory.

B. Comp Time: Eligible employees may elect to take Compensatory Time Off (CTO) in lieu of overtime. The Department Manager, or his/her designee, shall have the authority to approve or deny requests for compensatory time as a management right and to provide for minimum staffing for the department. Such request shall not be unreasonably denied. The Department Manager, or his/her designee, shall have the right to deny or cancel CTO already approved in the event of an emergency. An individual shall not be allowed to accumulate more than eighty (80) hours of comp time. Any remaining CTO time not used in this current year will be carried forward into the next year not to exceed eighty (80) hours at any time in the comp time bank.

PART XI. FLEX TIME

Existing resolutions specify the hours of operation in various locations. Offices and departments must serve the public. Hours can be adjusted with the concurrence of the Department Manager and the employee under the following conditions: Service to the public is not diminished, the arrangement is cost efficient, and a written plan is on file in the Department of Human Resources. The use of flextime may not generate additional

overtime. All hours must be worked within the biweekly pay period for FLSA exempt employees and within the week for FLSA non-exempt employees.

PART XII. SAFETY EQUIPMENT

Where safety equipment is purchased by the City for employee use, supervisors in those departments will be entitled to safety equipment on the same basis.

PART XIII. UNIFORM ALLOWANCE

Each January, Protective Services staff will receive Seven Hundred Fifty Dollars (\$750.00) for uniform maintenance and allowance.

Such monies shall not be paid to anyone who is leaving within ninety (90) days of the scheduled payment. Those who leave unexpectedly shall reimburse the monies to the City.

The City shall furnish certain Police equipment listed below. This equipment shall remain as the property of the City and must be returned in good condition in the event that an employee leaves the service of the Greenfield Police Department. The issued equipment is as follows:

1. 1 Department approved pistol
2. 1 Duty Holster for pistol
3. 1 Duty Belt
4. 1 Double pistol magazine holder
5. Required number of rounds of factory ammunition for issued pistol
6. 1 Flashlight
7. 1 Pair of handcuffs
8. 1 Handcuff case
9. 1 pin-on Badge
10. 1 Hat Shield
11. 20 Shoulder Patches
12. 1 Whistle
13. 1 Riot Helmet
14. 1 Gas Mask
15. 3 Belt Keepers
16. 1 26" Expandable Baton
17. 1 Expandable Baton Carrying Case
18. 1 Ballistic Vest
19. 1 Canister of O.C. Spray with Carrier

The Police Chief, Assistant Police Chief, and Police Captains shall receive an annual \$175 shooting allowance, payable each December.

The City shall furnish certain fire equipment listed below. This equipment shall remain as the property of the City and must be returned in good condition in the event that an employee leaves the service of the Greenfield Fire Department. The issued equipment is as follows:

1. 1 - Fireman's Helmet
2. 1 - Pair of "Short" Boots
3. 1 - Pair of Firefighting Pants
4. 1 - Badge
5. 1 - Firefighting Coat
6. 1 - Wallet Badge
7. 1 - Pair of Fire Resistive Gloves
8. 1 - Fire Resistant Firefighting Hood
9. 1- Reflective Traffic Vest
10. 1- Flashlight

The City shall replace the equipment listed herein, when it becomes unsafe as determined by the Fire Chief. Employees shall be required to turn-in old gear, to the City, upon replacement. The City shall not replace such equipment made unsafe due to reasons other than normal wear or damage in the course of firefighting duties. The City will provide and replace paramedic smocks as needed.

Public Works, Inspection Services and Engineering Division employees that engage in work related activities that require safety boots are eligible to receive an allowance of up to \$200 each calendar year for the purchase of safety boots.

PART XIV. WISCONSIN RETIREMENT FUND

This is provided for all regular employees per Wisconsin law.

PART XV. TRAVEL AND CONFERENCE

Certain jobs require attendance at conferences for certification. Other conferences contribute toward the enhancement of job knowledge of the individual and to the advantage of the City. Money is included in the departmental budgets for such purposes. Attendance of non-department heads must be approved by the Department Manager. Attendance of Department Managers, Directors, City Clerk and Chiefs must be approved by the Mayor.

PART XVI. EXCLUSION OF EMPLOYEES UNDER LABOR AGREEMENT

If any employee or group of employees covered by this resolution enters into or is part of a labor contract with the City of Greenfield, approved and adopted by the Common Council, such employee or group of employees shall be excluded from this resolution.

PART XVII. INTRODUCTORY PERIOD

Newly appointed employees shall serve an introductory period of employment for a minimum period of six (6) months or twelve (12) months (for Directors and City Clerk positions) following their date of hire. Newly appointed Command staff employees shall serve a twelve (12) month introductory period. Police Clerk-Typists, Emergency Service Dispatchers, Working Foreman, Fabricator/Mechanic, Senior Operator, Operator and Laborer are assigned a twelve (12) month introductory period. Human Resources may, after investigating the recommendation of the appointing authority, extend the introductory period up to a maximum of an additional six (6) months. During this introductory period of employment, employees may be terminated for any reason during the introductory period of employment without recourse. Newly appointed employees shall remain in the pay range in effect at the time of their appointment, until such time as they have satisfactorily completed their introductory period of employment.

PART XVIII. NOTICE OF TERMINATION

City employees are required to provide the City with at least a two (2) weeks notice, in writing, upon termination of employment with the City. Directors, City Clerk, Department Managers and Police and Fire Command staff must give at least a one (1) month written notice. Failure to do so shall result in the loss of all prorated benefits.

PART XIX. SAVINGS CLAUSE

If any part(s) of this resolution is determined to be invalid by operation of law or by any tribunal of competent jurisdiction, the remainder of this resolution shall not be affected thereby and shall remain in full force and effect.

PART XX. EQUAL OPPORTUNITY EMPLOYMENT

It shall continue to be the policy of the City not to discriminate for or against any employee in employment, promotions or other conditions of employment because of age, race, color, creed, disability, sex, national origin, ancestry, sexual orientation, arrest or conviction record, veteran status, and any other legally protected class.

PART XXI. PEHP (Post Employment Health Plan)

The City of Greenfield (Employer) agrees to participate in the Post Employment Health Plan for public employees (Plan) in accordance with the terms and conditions of the Plan's Participation Agreement. The parties hereto designate Nationwide Retirement Solutions to act as administrator and LaSalle National Bank to act as trustee for the Plan, or its successors appointed in accordance with the Plan and trust documents.

Upon termination, a percentage of the eligible employee's accumulated sick leave balance that would otherwise have been paid to the eligible employee had the employer not participated in the Plan, shall be contributed to the Plan. The percentage shall be

determined by a majority vote of the employees covered by this resolution and may be periodically changed as allowed by the Plan.

PART XXII. EDUCATIONAL REIMBURSEMENT

The City will provide educational reimbursement under the terms and conditions set forth:

- a) Any employee who completes their introductory period who enrolls in a training course or education program, which is job-related, shall be reimbursed for one hundred percent (100%) of the tuition cost, not to exceed \$1,000.00 per calendar year.
- b) The determination of job relatedness shall be at the discretion of the Department Manager and the Human Resources Director.
- c) Reimbursable tuition costs shall include class tuition, books and course materials.
- d) The educational request form must be completed prior to the start of a semester or training course on a form provided by the Department.
- e) The City will make payment upon presentation of proof of satisfactory course completion to the Department Manager, or designee, with a grade/grade point of "C" or better; or attendance certificate, whichever is appropriate. The Finance Department will reimburse upon receipt of the completed tuition reimbursement claim form.
- f) Course work will be accomplished during non-working hours and is not to be considered eligible for overtime.
- g) The employee agrees to reimburse the City for the amount of educational reimbursement received within the two (2) years prior to he/she leaving the employ of the City.

PART XXIII. LATERAL TRANSFERS

Lateral transfers allow for the opportunity to attract new members in a competitive employment market and simply to attract better candidates that may be interested in joining our organization for mutual benefit.

Lateral transfers will be required to have the same qualifications and follow the same application process as all new hires. Candidates will be required to pass the background check and all pre-employment offer contingencies.

Lateral transfers shall be defined as a candidate that has substantially similar requisite skills and qualifications from another public employer directly related to the position and/or skill set applied for with the City of Greenfield. The previous employment should be for a minimum of at least five (5) years. Lateral transfers shall:

Be evaluated for previous service to determine commensurate pay and vacation. Human Resources in consultation with the Department Head shall have final determination for placement on Non-Represented Resolution salary and vacation schedule.

Despite potentially higher pay and vacation, lateral transfers will be placed on the anniversary (seniority) schedule as their date of hire with the City of Greenfield for purposes of time off selection.

Lateral transfers will also utilize their date of hire with the City of Greenfield for all retirement and post-employment benefits. Health, dental and vision insurance benefits will be offered effective the first of the month following the date of hire with the City of Greenfield for any lateral transfers.