

Joint Finance Committee & Personnel Commission

Tuesday, April 4, 2023

6:30 PM Juneau City Hall

405 Jewel St.

Finance Members: Cheryl Braun, Richard Evans, John Schuster, Meagan Buchda,
Mayor Dan Wegener

Personnel Members: Kay Marose

Members Absent: Jane Fude

Also Present: Chans Schomber, Dave Gratton

1. The meeting was called to order at 6:30 PM and roll call was taken.
2. Kay Marose motioned, and John Schuster seconded to approve the agenda. Motion carried.
3. Cheryl Braun motioned, and Richard Evans seconded to approve the March 7, 2023, minutes. Motion carried.
4. Public comment: - none
5. **Review, discuss and possibly approve changes to Community Center Lease.** Chef Chans shared an apology to Kay Marose for a conversation they had previously. Chans believes there are many rumors going around and would like to state that scheduling has been difficult. There have been problems with communication and scheduling, which have affected setups for events he has planned. Chans does not want to leave from working at the Community Center but there will need to be some changes made to the contract if he is to sign a continuing contract. Specific issues relate to section 14 bookings and letter C regarding notifications at least 4 weeks prior to requested date, questions regarding whose insurance is responsible at what time/event at the Community Center (section 25), section 27 relating to notices of cancellations and scheduling and substitution of locations for events for the landlord activities, and section 28 as it relates to setting up for the tenant events. Kay Marose shared her concerns

relating to the current contract and handling of it as we have a new Recreation Director starting soon and the contract is what will need to be followed as it is a binding contract. The communication has been an issue and the contract has not been adhered to and caused issues during this time that Kay has been leading as the Recreation Director, as Chairman of that committee. The contract was made to be the framework for both parties to follow for consistency and continuity. This will need to be followed thru to the end of the contract period. It has been signed by the City and by Chef Chanse. John Schuster and Richard Evans also believe the scheduling and communication are key to success for all who use and work with events at the Community Center. Cheryl Braun consolidated all the thoughts and discussion as follows:

- a. Scheduling is not working according to the contract as the time limits given are not in place,
- b. The written notices are not being followed,
- c. There have not been monthly meetings between Chanse and the Recreation Director,
- d. There are questions regarding insurance and responsibilities in the event of harm.

Cheryl Braun stated that we would not be making any decision regarding the contract but asked Chase to put in writing the changes he would like to see made to the contract for consideration. The City and Chanse need to check with their insurance companies to see whose insurance would cover for those activities approved by Chanse and not coordinated by the Recreation Department. Communication and scheduling are a must from both sides and there is one truth and that is the calendar that is kept by the Recreation Department that is to have all events on it from both the tenant and the landlord. The City will need to consider the contract as it relates to Chanse's requests verbally and in writing, and relating to Section 3 (B) as some of these organizations may need to have consideration if this still applies as well as section 13 – fundraisers as it relates to section 3(B). The contract will need to be developed and finalized for signatures by July 31, 2023.

6. Review, discuss and possibly approve changes to Personnel Policy 201(2) Department of Public Works and Utilities-Summer Hours. (Public Works Committee suggest ten (10) hour shifts Monday – Thursday.

Cheryl Braun has concerns about the hours as it relates to working with contractors, normal DPW work, public availability, and availability to others in the City Departments. Meagan shared concern that Friday is trash day here in the City and when problems occur with trash, DPW is the point runner. Meagan would like to see consistent hours for all employees in all departments that serve the people of Juneau. Kay shared the policy in the handbook states as it relates to this as what “May be assigned” is 9 hours Mon. – Thur. and 4 hours on Friday. As there is not currently a Department Head at the DPW, this would impact anyone new coming in to make a decision regarding hours necessary for jobs to be done. Kay checked with other communities and there are not other communities nearby or our size that have a change in hours. If it was allowed, there is a noise ordinance that may hinder any advantage to longer hours if it cannot start until 7AM. Richard Evans was in favor of eight (8) hours days five days a week as there will be times for overtime due to the nature of the job. John Schuster also has some concerns for the City having a change in the work hours. Mayor Wegener was concerned about efficiency after eight (8) hours in the heat and sun and outdoors. This committee will not be acting on making any changes to the hours as requested.

7. Review, discuss and possibly approve posting the DPW Street Superintendent position. Cheryl Braun motioned and John Schuster seconded to approve posting the DPW Street Superintendent position for 5 days internally and then externally as needed. Motion carried 4-0

8. Old business – None

9. New business: Dave Gratton would like help in getting questions together for interviewing candidates for the DPW Superintendent position. Meagan requested input regarding investigation time to be allotted. Dave Gratton stated there are some changes in road projects for this year that will need to be addressed as it will change where funds are being allocated.

10. **Set date and time for next meeting:** Tuesday, May 2, 2023, at 6:30pm.

11. Cheryl Braun motioned and Richard Evans seconded to adjourn the meeting at 8:22pm.

Minutes reported by.

Cheryl Braun