



FINANCE COMMITTEE MEETING - SPECIAL AGENDA

TUESDAY, SEPTEMBER 17, 2024 AT 6:30 PM

MUNICIPAL BUILDING COUNCIL CHAMBERS – 106 JONES STREET, WATERTOWN, WI 53094

Virtual Meeting Info: <https://us06web.zoom.us/join> Meeting ID: 282 485 6600 Passcode: 53098 One tap mobile +16469313860

1. CALL TO ORDER

2. BUSINESS

A. Review and take action: Approve the hire of a part time fire inspector

3. ADJOURNMENT

Persons requiring other reasonable accommodations for any of the above meetings, may contact the office of the City Clerk at mdunneisen@watertownwi.gov, phone 920-262-4006

A quorum of any City of Watertown Council, Committee, Board, Commission, or other body, may be present at this meeting for observing and gathering of information only

MEMO

Fire Department

To: Finance Committee

From: Chief Reynen

Date: 9/10/2024

Subject: Wage adjustment for Part Time Fire Inspector

Background

The Fire Department works with Part Time Fire Inspectors to accomplish mandated annual Fire Inspections for the city and contracted townships. The Department has found numerous areas for improvement in recent months and is currently engaging in an overhaul of our fire prevention and inspection program. The inspection program improvement areas mentioned above have been an ongoing problem for the department for the past few years.

Hiring qualified part time inspectors that are committed to see the department and cities success in Fire Prevention and Inspection efforts has proven difficult. We have unsuccessfully posted numerous times looking to fill the gap to accomplish department goals.

Recently, we were able to connect with two full time inspectors from a neighboring department who are engaged and excited to assist our department with revamping the fire prevention and inspection program as well as conduct fire inspections for the department. They are willing to aid our department in building a solid foundation for the fire inspection program and ensure our new records management system is set up properly for fire prevention. They are also willing to help train our current company level fire inspectors and aid in site plan reviews for the department.

Don Dishno was offered a position but declined due to the wage not aligning with his numerous certifications and experiences and the cost of transportation. He has a commercial building inspector license and has numerous fire inspector certifications as well as extensive experience in the field of fire inspections, investigations as well as building and electrical code.



MEMO

Budget Goal

1. Maintains a safe and healthy community, with an eye toward future needs and trends.
2. Supports employee retention and growth, while also evaluating operations and the associated staffing.
3. Fosters community growth by assessing opportunities, stakeholder input, environmental needs and modern code and policy priorities.

Financial Impact

This cost of the inspectors' wages will be covered by the 2% dues program. There are funds available to cover this wage request.

Recommendation

Due to the extensive applicable certifications and experience, we recommend Don Dishno is hired at grade/step H-9 \$29.94.

2024 Operational Goal

1. Enhance community resilience and fire safety through proactive education, support, and code enforcement.