

Our intention is to have in-person meetings going forward. For the time being, we will hold the City Committee Meetings, Plan Commission, Council and most others at the Community Room at 933 Michigan Avenue. This in-person location will meet the legal requirement for our open meetings.

We will have a virtual option available, but the technology for the hybrid style meeting may not be reliable all of the time.

## **PERSONNEL COMMITTEE**

**July 14, 2025 - 6:00 PM**

**Community Room  
933 Michigan Avenue, Stevens Point, WI**

**OR**

**Zoom Teleconferencing**

**Meeting ID:831 9742 4142 | Passcode: 926754**

**By Computer: \*\***

**<https://us02web.zoom.us/j/83197424142?pwd=eIK8p94j8zDeqsbUwx4s3tT3nFCVaK.1> \*\***

**By Phone: +1-312-626-6799 (US Chicago)**

**(A quorum of the City Council may attend this meeting)**

## **AGENDA**

Discussion and Possible Action on:

1. Roll Call.
2. Request to renew onsite annual flu vaccine services with Aspirus Health Group, Inc.
3. Ordinance Amendment - Request to amend Section 3.29 of the Revised Municipal Code, Board of Police and Fire Commissioners - Compensation for Police and Fire Commissioners.
4. Adjournment.

### Meeting Rider

Any person who has special needs while attending this meeting or needing agenda materials for this meeting should contact the City Clerk as soon as possible to ensure a reasonable accommodation can be made. The City Clerk can be reached by telephone at (715) 346-1569, TDD # 346-1556 or by mail at 1515 Strongs Ave., Stevens Point, WI 54481.

Copies of ordinances, resolutions, reports and minutes of the committee meetings are on file at the office of the City Clerk for inspection during normal business hours from 7:30 a.m. to 4:00p.m.

City Of Stevens Point  
1515 Strongs Avenue  
Stevens Point, WI 54481-3594



July 7, 2025

MEMORANDUM

TO: Personnel Committee Members  
FROM: Sandy Frasch, HR Manager  
RE: Renew Onsite Annual Flu Vaccine Services

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As part of the Wellness Program, the City of Stevens Point contracts with Aspirus Health Group, Inc. (Aspirus) to conduct onsite annual flu vaccines.

In 2024, Aspirus' onsite flu clinic fee was \$20.00 per vaccine and a \$67.00 per hour fee.  
In 2025, Aspirus' onsite flu clinic fee is \$21.00 per vaccine and a \$67.00 per hour fee.

Staff is requesting to renew onsite annual flu vaccine services with Aspirus for the 2025-2026 flu season for part-time and full-time staff.



**AGREEMENT  
BETWEEN  
ASPIRUS MEDICAL GROUP, INC.  
AND  
CITY OF STEVENS POINT**

This Service Agreement (“Agreement”) is made by and between **ASPIRUS MEDICAL GROUP, INC.**, a Wisconsin nonstock, nonprofit corporation, on behalf of its Business Health Department (“Aspirus”), and **CITY OF STEVENS POINT** (“Client”) and is effective as of March 1, 2025 (the “Effective Date”) through April 30, 2026.

In consideration of payment of the fees and costs by Client as set forth below, Aspirus agrees to provide the following support services:

- **Onsite Flu Clinic (“Services”)** ..... **\$21.00 per vaccine**
- **Onsite Hourly Fee**..... **\$67.00 per hour**
  - Hourly Fee includes set up and tear down.
  - Travel will be added to hourly fee if greater than 10 miles from nearest Business Health Clinic

**2025-2026 Flu clinics start October 1, 2025**

Client will pre-order flu vaccines in advance and will be charged for these flu vaccines and hourly fee once services are completed.

**Number of boxes (10 doses per box) of vaccines Client is pre-ordering for the 2025-2026 flu season \_\_\_\_\_**

Client will be charged in full for all vaccines ordered above and no returns are accepted.

All fees for the Services rendered by Aspirus to Client pursuant to this Agreement shall be paid by Client no later than thirty (30) days after the date on which the Services were rendered.

All information and data generated by Aspirus in the performance of the services required by this Agreement shall be and remain the property and responsibility of Client. The duly authorized agents of each party hereto have executed this Agreement effective as of the Effective Date.

Onsite Contact: \_\_\_\_\_ Phone Number: \_\_\_\_\_  
(PLEASE PRINT)

Billing Contact: \_\_\_\_\_ Phone Number: \_\_\_\_\_  
(PLEASE PRINT)

PO #: \_\_\_\_\_ Email: \_\_\_\_\_  
(ONLY IF REQUIRED/APPLICABLE)

**ASPIRUS MEDICAL GROUP, INC.**

\_\_\_\_\_

Robbin Pederson

Director System Business Services

Date:

**CITY OF STEVENS POINT**

\_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date:



July 8, 2025

**MEMORANDUM**

TO: Personnel Committee

FROM: Mayor Wiza

RE: Request increase compensation for Police and Fire Commissioners

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Extensive research by staff, particularly Shannon Eckels, has turned up the following information:

- Police and Fire Commissioner's compensation must be set by ordinance.
- It looks like the Police and Fire Commission was created in September of 1933, at which point Commissioners received no compensation at all.
- In March of 1970, an informational memo from then Chief Ray Kulas stated commissioners would get \$10.00 for each meeting \$5 from the Police and \$5 from the Fire Department, with a maximum of \$180/year.
- We found little information on compensation between 1970 and 1994. We do know the Police Chief's salary in 1972 was \$1029.16 per month and a probationary patrolman \$598.15/month. The Fire Chief's salary was the same as PD, but a probationary firefighter earned \$630.00/month.
- Administrative Assistant, Lee Ann Spoon, was hired in 1994 and while we found no compensation records, she recalls it being \$15 per meeting.
- Sometime before 2004, it was increased to \$30 per meeting, which is where it sits today.
- After more than 20 years, we are recommending an increase in the compensation of Police and Fire Commissioners to \$50 per meeting. Multiple meetings in the same day would not count for compensation.

Respectfully submitted,

Mayor Mike Wiza

**ORDINANCE AMENDING THE REVISED MUNICIPAL CODE OF THE CITY OF  
STEVENS POINT, WISCONSIN**

The Common Council of the City of Stevens Point do ordain as follows:

**SECTION I:** That Section 3.29 of the Revised Municipal Code, Board of Police and Fire Commissioners, is hereby **amended** to read as follows:

3.29. BOARD OF POLICE AND FIRE COMISSIONERS. The Board of Police and Fire Commissioners for the City of Stevens Point shall consist of five (5) citizen members appointed by the Mayor, three of whom shall constitute a quorum for purposes of conducting the business of the Police and Fire Commission of Stevens Point. The board shall have the powers and authority conferred under the provisions of Section 62.13 of the Wis. State statutes. Between the third Monday in April and the third Monday in May the Mayor shall annually appoint one person to a five year term on the commission. No appointment shall be made which will result in more than three members of the board belonging to the same political party. The board shall have such powers, duties, and functions as are prescribed in Section 62.13 of the Wisconsin statutes for an optional power Police and Fire Commission. Commissioners shall be compensated at the rate of \$50.00 for every meeting of the Commission at which they are in attendance. If more than one meeting of the commission is held in a single day, commissioners shall be compensated as though they attended only one meeting.

**SECTION II:** This ordinance shall take effect upon passage and publication, as provided by law.

APPROVED: \_\_\_\_\_  
Mike Wiza, Mayor

ATTEST: \_\_\_\_\_  
Susan Pagel, City Clerk

Dated: July 7, 2025  
Approved: July 21, 2025  
Published: July 26, 2025