

Mackenzie Reed-Kadow

From: Steve Corbeille
Sent: Thursday, December 20, 2018 2:38 PM
To: Chad Scheinoha
Cc: Dan Koski; Karen Dorow; Jeremy Walvoord; Mackenzie Reed-Kadow
Subject: Re: Parks Planner

I have forwarded this to Mackenzie for the next Finance Agenda

Sent from my iPad

On Dec 20, 2018, at 1:15 PM, Chad Scheinoha <cscheinoha@manitowoc.org> wrote:

Steve,

Could we have an item added to finance for January to keep the old #6 ford ranger for the new parks planner position. They would use this vehicle daily to visit parks, donors, friends, contractors and staff. This would not be a take home vehicle.

Also,

If it not on there JJ needs the plow for truck #625 on there.

Chad J. Scheinoha

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From: Dan Koski
Sent: Thursday, December 20, 2018 12:10 PM
To: Chad Scheinoha
Cc: Jeremy Walvoord
Subject: RE: Parks Planner

I would lean towards duty all year, maybe see how it goes to reconsider?

Truck needs to go through Committee as part of the Enterprise approval was that we would be getting rid of the old ones. Of course since this is a new position needing a vehicle we could make a very strong argument.

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From: Chad Scheinoha
Sent: Thursday, December 20, 2018 10:07 AM
To: Dan Koski
Cc: Jeremy Walvoord
Subject: Parks Planner

Three questions that we need to answer as I'm writing interview questions.

- How many hours are required weekly for this person to work?
 - I have been told salary positions are required to work 45, but have never actually saw this on paper. Our JD's don't say and I would like to be clear to them on what we expect.
- Will they be on call in winter and summer or just summer?
 - I would lean toward both, but this could deter a good applicant?
- We will need a truck for them while at work.
 - JJ and I put our heads together and think that the old #6 that we are auctioning would be a good truck. We would actually swap that one with my old truck that is at parks and then the parks restroom cleaners would get the older truck and the parks planner would get the newer one.
 - JJ thinks it will only go for \$1,300.00, so not too big of hit to the enterprise payments.

What are your thoughts and what approvals if any are needed for the truck?

Chad J. Scheinoha
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