

Lincoln Park, Michigan
July 18, 2022

STUDY SESSION
Manpower & Staffing/Department of Public Services

The meeting was called to order at 6:30 p.m., Mayor Thomas E. Karnes presiding

Pledge of Allegiance

PRESENT: Councilpersons Tracy Duprey, Michael Higgins, Larry Kelsey, Lylian Ross,
Carlos Salcido and Maureen Tobin

ALSO PRESENT: City Manager James Krizan, DPS Director John Kozuh and City
Clerk Kerry A. Kehrer

The purpose of this meeting is to discuss staffing and manpower needs at the
Department of Public Services.

City Manager James Krizan provided a comparison of local community's manpower
staffing. The report contained information from several local cities as well as St. Clair
Shores which is similar in size and population.

Several departments like Sewer, Water, Streets, Motor Pool, and Buildings
Maintenance were compared. Not all cities split up their departmental duties in the
same manner, but most are similar. We seem to be in line with the staffing numbers
based on size and/or population.

DPS Director John Kozuh pointed out that even though we appear to be in line with our
neighboring communities, the information from the city manager does not factor in the
workload. For instance, one city's water department handled only 24 main breaks, while
we handled 3 times that many in the same time period. Our road crews put out 660
tons of cold patch – while another similarly staffed city only did 250 tons. The amount of
work in Lincoln Park is considerably larger than our neighbors.

Some of the DPS employees spoke to the fact that they are always reacting to another
problem and are unable to complete necessary tasks before they are pulled off to go
work on another matter. This is not efficient and leaves many loose ends.

Due to time constraints, this discussion will be continued on August 1, 2022 at 6:30 p.m.
this meeting concluded at 7:27 p.m.

Respectfully submitted,

KERRY A. KEHRER, MiPMC
CITY CLERK