

CITY OF FRANKLIN
PERSONNEL COMMITTEE MEETING
FRANKLIN CITY HALL HEARING ROOM
9229 W. Loomis Road, Franklin, Wisconsin
6:00 p.m., August 17, 2015

MINUTES

- I. The August 17, 2015 Personnel Committee Meeting was called to order at 6:00 p.m. by Chair Brunner in the Hearing Room at City Hall. Members present were Brunner, Wikel, Sheehan, Alderman Dandrea, Alderman Schmidt, and Alderman Mayer (arrived at 6:01). Members Barber and Wandtke were excused. Also in attendance were Director of Administration Luberda and Human Resources Coordinator Zahn.

- II. Citizen comment period

There were no citizen comments.

- III. Approval of Minutes of 7/20/2015.

Motion by Member Wikel and seconded by Alderman Schmidt to approve the minutes from 7/20/2015 as written. Motion Carried: Ayes – All.

- IV. Approval of Job Descriptions for the Positions of Custodian and Maintenance Custodian.

Motion by Member Wikel and seconded by Alderman Mayer that the Personnel Committee recommend to Common Council approval of the Maintenance Custodian and Custodian job descriptions. Motion Carried: Ayes – All.

- V. Revisions to the Employee Handbook modifying the benefits of the Police Inspector to match those of Police Captain

Motion by Alderman Mayer and seconded by Alderman Schmidt to recommend that the Common Council make the recommended changes to the Employee Handbook. Motion Carried: Ayes – All.

- VI. Update on the Classification and Compensation Study

Director of Administration gave a brief update on where we stand with the Classification and Compensation Study. No action needed at this time.

- VII. Staffing Report

Members were informed that the promotions to the Inspector, Captain, and Sergeant positions in the Police Department would not be made until September.

- VIII. Next Meeting Date

The next regularly scheduled meeting would be 9/21/2015 unless members are otherwise notified regarding a special meeting. Chair Brunner will not be at the 9/21 meeting.

- IX. Adjournment

Motion by Alderman Mayer and seconded by Alderman Dandrea to adjourn the Personnel Committee meeting at 6:45 p.m. Motion carried: Ayes-All.