

**CITY OF FRANKLIN  
PERSONNEL COMMITTEE MEETING**

**FRANKLIN CITY HALL, INSPECTION CONFERENCE ROOM  
9229 W. Loomis Rd., Franklin, Wisconsin  
6:00 p.m., Monday, August 9, 2010**

**MINUTES**

- I. The August 9, 2010 Personnel Committee Meeting was called to order at 6:00 p.m. by Vice-Chair Wikel in the Inspection Conference Room at City Hall.

Members present were Wikel, Barber, Sakwinski, Sheehan, Alderman Olson, Alderman Schmidt and Alderman Solomon. Chairman Brunner is excused. Member Green is absent. Also in attendance were Director of Administration Luberda, Human Resource Coordinator Zahn, Fire Chief Martins and Fire Inspector Jepson,

- II. Citizen comment period

Firefighter Manke spoke in support for the Fire Inspector title being changed to Fire Marshal.

- III. Election of Officers

Motion by Alderman Solomon and seconded by Alderman Olson to nominate Carol Brunner for Chairman. Motion Carried: Ayes – All.

Motion by Alderman Olson and seconded by Alderman Solomon to nominate Dale Wikel for Vice-Chairman. Motion Carried: Ayes – All.

- IV. Approval of minutes from meeting of June 21, 2010.

Motion by Member Sheehan and seconded by Alderman Schmidt to approve the June 21, 2010 minutes. Motion carried: Ayes-All.

- V. Request from the Fire Chief to change the title of the Fire Inspector to Fire Marshal.

It was discussed that if the title is going to change that maybe the educational requirements should be changing also.

Motion by Alderman Olson to approve the job title change but to table the job description to the next meeting to decide educational requirements.

Director of Administration Luberda commented that the job description wasn't on the agenda for the committee to discuss at tonight's meeting.

Alderman Olson withdrew his original motion. Motion by Alderman Olson to table the issue until the next meeting to look at education requirements for future employees in this position. Motion Carried: Ayes – All.

- VI. Approval of Job Descriptions for Account Clerk and Finance Clerk

Motion by Alderman Solomon and seconded by Alderman Schmidt to recommend approval of the 2 job descriptions. Motion Carried: Ayes – All.

VII. Ordinance Re-Affirming Benefits for Police Sergeants

Director of Administration Luberda explained that this revised ordinance does not change the Sergeants benefits. It clarifies and cleans up some old language now that the police labor agreement has been approved.

Motion by Alderman Solomon and seconded by Member Sheehan to recommend to Common Council the approval of the benefits ordinance. Motion Carried: Ayes – All.

VIII. Open Positions Report

Human Resource Coordinator Zahn went thru the positions that have been approved to be filled and the positions that are currently open but not approved to be filled at this time.

No Action Taken.

IX. Labor Contract Negotiations and Collective Bargaining Strategies, Guidelines, and Updates. The Personnel Committee may enter closed session pursuant to §19.85 (1)(c) and (e), Stats, to consider negotiation and collective bargaining strategies, and guidelines for agreements between the City of Franklin and the Franklin Police Officers Association and the Franklin Police & Fire Department Clerical Association for competitive and bargaining reasons, and may reenter open session at the same place thereafter to act on such matters discussed therein as it deems appropriate.

Director of Administration Luberda explained that we haven't yet opened negotiations with the Dispatchers yet. There was no need to go into closed session. No Action Needed.

X. Next Meeting Date – September 20, 2010.

Member Sakwinski asked about putting an item on the agenda regarding obtaining quotes for insurance brokers.

XI. Adjournment

Motion by Alderman Olson and seconded by Alderman Solomon to adjourn the Personnel Committee meeting at 6:43 p.m. Motion carried: Ayes-All.