

**CITY OF FRANKLIN
PERSONNEL COMMITTEE MEETING**

**FRANKLIN CITY HALL, HEARING ROOM
9229 W. Loomis Rd., Franklin, Wisconsin
6:00 p.m., Monday, December 15, 2008**

MINUTES

- I. The December 15, 2008 Personnel Committee Meeting was called to order at 6:01 p.m. by Chair Brunner in the Hearing Room at City Hall.

Members present were Brunner, Wikel (arrived at 6:07 p.m.), Green, Barber, Alderman Sohns, Alderman Solomon and Aldermen Olson. Member Nichols has resigned. Also in attendance were Director of Administration Lubberda and Human Resource Coordinator Zahn.

- II. Citizen comment period

There were no Citizen's present.

- III. Approval of minutes from meeting of October 20th, 2008.

Motion by Member Green and seconded by Member Barber to approve the October 20th, 2008 minutes as written. Motion carried: Ayes-All.

- IV. Civil Service Sub-Committee Elections

Chair Brunner explained we needed another volunteer for the Civil Service Sub-Committee due to the resignation of Member Nichols. Member Green volunteered to be on the Civil Service Sub-Committee.

- V. Administrators Report: Update on Common Council Action in Regards to Military Leave Benefits

Director of Administration Lubberda informed the Committee that the Council did not adopt the recommendation of the Personnel Committee in regards to Military Leave Benefits. No Action Taken.

- VI. 2009 Insurance – Information on Rates and a New Provider Overlay

Director of Administration Lubberda informed the Committee that Finance Director Patterson is still calculating the rates for 2009. Rates are likely on target for what was budgeted – 6%. He then provided information on the 2 overlays that the City planned to implement (HPS provider overlay and a travel network overlay).

No Action Needed.

- VII. Life Insurance and Long-term Disability Renewals for 2009

Motion by Alderman Sohns and seconded by Alderman Solomon to recommend option #4 as presented keeping the current carriers, increasing the benefit caps as needed, and canceling the Principal Executive Life Insurance plan. Motion Carried: Ayes – All.

- VIII. Approval of a Job Description for a Reclassification of the Mayor's Secretary to a Position in the City Clerk's Office.

Director of Administration Luberda explained that he would be making a change to the job description when it was presented to the Common Council to change the Salary Level back to a Non-Supervisory Non-Rep Level 15 position as the Teamsters Union only has positions that work over 20 hours per week with benefits.

Motion by Member Wikel and seconded by Member Green to recommend approval to Common Council with grammatical changes. Motion Carried: Ayes – All.

- IX. Federal Heroes Earnings Assistance and Relief Tax Act of 2008 – Impact on Retirement Plans

Director of Administration Luberda explained that it was his recommendation to recommend the operational implementation that is required by law and he will continue to research the optional credits. He will bring this info back to the Committee within the next 6 months.

Motion by Alderman Olson and seconded by Member Wikel to place on file. Motion Carried: Ayes – All.

- X. Open Positions Report

Human Resource Coordinator Zahn went through the positions that are open and/or anticipated.

No Action Taken.

- XI. 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 discuss a grievance arbitration claim and to consider negotiation and collective bargaining strategies and guidelines for agreements between the City of Franklin and Franklin Police Officers Association and the City of Franklin and Local No. 2, AFSCME District Council 48, Inspection Employees, and Public Works/Sewer and Water Employees 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.

No discussion or action was taken.

- XII. Next Meeting Date – January 19, 2009

- XIII. Adjournment

Motion by Alderman Olson and seconded by Member Wikel to adjourn the Personnel Committee meeting at 7:15 p.m. Motion carried: Ayes-All.