

**CITY OF FRANKLIN
PERSONNEL COMMITTEE MEETING MINUTES
JANUARY 16, 2006**

- I. The January 16, 2006 Personnel Committee Meeting was called to order at 6:02 p.m. by Chair Brunner in the Hearing Room at City Hall.

Member present were Brunner, Wikel, Nichols, Lewandowski, Gumina (arrived at 6:15), Alderman Hammelman and Alderman Olson. Excused: Casper Green and Alderman Sohns. Also in attendance were Human Resource Coordinator Dana Zahn, Mayor Tom Taylor (arrived at 6:25), and Attorney Nancy Pirkey (arrive approx 7:00).

- II. Citizen comment period

There were no citizen comments.

- III. Approval of minutes from regular meeting of December 19, 2005.

There was a discussion that the minutes from the previous meeting minutes had an error. On item IV it was noted that Member Green had voted no. Motion by Member Lewandowski and seconded by Alderman Hammelman to approve the corrected minutes. Motion carried: Ayes-All.

- IV. Approval of Job Descriptions for the City Clerk and reallocation of positions in the salary grades for City Engineer, and Director of Finance and Treasurer for the City of Franklin, and update of the Director of Administration position.

Motion by Alderman Hammelman and seconded by Member Lewandowski to increase the salary grade of the City Engineer from X to XI. Motion carried: Ayes-All.

Motion by Alderman Olson and seconded by Member Gumina to approve the Job Description for the Director of Finance and Treasury with a revised salary grade of XI with the removal from the job description of the last duty (Provide the Community Development Authority with assistance in financial matters.) Motion carried: all ayes except Alderman Hammelman who voted no.

Motion by Member Lewandowski and seconded by Alderman Hammelman to accept the changes in the Job Description for the Director of Clerk Services. Motion carried: Ayes-All.

- V. Resolution Amending Resolution No. 2000-5123 Modifying Fringe Benefits For Permanent Part-Time Employees Of the City of Franklin

Motion by Alderman Olson and seconded by Alderman Hammelman to table the issue until a list of the part-time employees along with their union affiliation can be provided. Motion carried: Ayes-All.

- VI. Open Position Report

Discussion only. No action taken.

- VII. Report on City's Workers Compensation History from Prior Years and Comparable Current Year Summaries with Surrounding Municipalities.

Motion by Alderman Olson and seconded by Member Lewandowski to table the item until the next meeting since Alderman Sohns is absent. Motion carried: Ayes:All.

- VIII. Potential Methods for Training of Committee Members

Discussion by members. No action taken. Human Resources Coordinator Zahn will proceed with scheduling training on grievance handling, discipline in the public sector, and labor negotiations in the public sector.

- IX. Labor Contract Negotiations & Collective Bargaining Strategies & Guidelines

Motion by Alderman Olson and seconded by Member Lewandowski to enter into closed session (7:17 p.m.) 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 Local No. 2, AFSCME District Council 48, Inspection Employees, and Public Works/Sewer and Water Employees; Franklin Police and Fire Department Clerical; and Franklin Police Officers Association, for competitive and bargaining reasons. Motion carried: Ayes-All.

Re-entered open session at 8:27 p.m.

- X. Potential Items for Future Meeting Agendas.

1. Review & Recommend Employee Insurance Benefit Programs (Tom Jocz of Diversified Insurance to be invited to give presentation)
2. Report on City's Workers Compensation History & Comparables
3. Discussion of Salary Matrix

- XI. Next meeting date - Monday, February 20, 2006, at 6:00 pm

- XII. Adjournment

At 8:40 p.m. Alderman Hammelman moved that the Committee adjourn. Member Nichols seconded the motion. Motion carried: Ayes-All.