

**CITY OF FRANKLIN  
PERSONNEL COMMITTEE MEETING**

**FRANKLIN CITY HALL, HEARING ROOM  
9229 W. Loomis Rd., Franklin, Wisconsin  
6:00 p.m., Monday, January 21, 2008**

**MINUTES**

- I. The January 21, 2008 Personnel Committee Meeting was called to order at 6:08 p.m. by Chair Brunner in the Hearing Room at City Hall.

Members present were Brunner, Wikel, Barber, Nichols and Aldermen Olson. Members Green and Gumina were excused. Due to snow, Alderman Sohns arrived at 6:25 p.m. and Alderman Hammelman arrived at 7:04 p.m. Also in attendance were Director of Administration Lubberda and Human Resource Coordinator Zahn.

- II. Citizen comment period

There were no citizens present.

- III. Approval of minutes from meeting of October 15, 2007

Motion by Alderman Olson and seconded by Member Barber to approve the October 15th, 2007 minutes. Motion carried: Ayes-All.

- IV. Open Positions Report

There are currently no open positions so no report was prepared.

- V. Report from Director of Administration

- a. Report on Approval of a Leave of Absence for a City of Franklin Employee

Human Resource Coordinator Zahn explained that the City approved a leave of absence for a part time employee who needed a 6 week maternity leave. Policy allows the Director of Administration to approve the leave of absence with the requirement of him informing the Personnel Committee of the action.

- b. Update on a Duty Disability Claim from a Former City of Franklin Employee

Director of Administration Lubberda explained that a claim for duty disability from a former employee would be going to a hearing. He informed the Committee that he has hired legal counsel to defend this case and would present more information from counsel in closed session at the next committee meeting.

- c. Update on Non-Rep Pay Plan

Director of Administration Lubberda informed the Committee that the Pay Plan Project has not progressed very far as the Council had him working on other projects. This will start to be worked on more in the upcoming months.

- VI. 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 Local No. 2, AFSCME District Council 48 Public Works/Sewer and Water Employees; and Franklin Police Officers 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.

Motion by Member Nichols and seconded by Alderman Olson to go into closed session at 6:18 p.m. Motion Carried: Ayes – All.

Motion by Member Nichols and seconded by Member Barber to return to open session at 6:35 p.m. Motion Carried: Ayes – All.

No Action Taken.

- VII. Consideration of a Change to the Non-Represented Employees Salary Ranges

Motion by Member Wikel and seconded by Member Nichols to proceed with current policies until such time that the Personnel Committee and Common Council may elect to change the current policy, presumably after review of a non-represented employee pay plan study including: a) Adjust the non-represented salary ranges by adjusting all steps by 3%, consistent with internal comparables. b) Perform annual performance reviews per current policy, except that merit increases for employees at 96% or more of the midpoint of the range shall be capped at 3%, the shift of the pay plan, until such time that a new pay plan structure is adopted. Motion Carried: Ayes – All.

- VIII. Next Meeting Date

Discussion regarding the next meeting date needing to be changed as Common Council moved up their meeting one day due to elections on February 19<sup>th</sup>. It was agreed to have a meeting, if needed, at 5:30 on Monday, February 18<sup>th</sup> prior to the Common Council meeting. Meeting will be held in the Inspection Conference room if needed.

- IX. Adjournment

Motion by Alderman Hammelman and seconded by Member Nichols to adjourn the Personnel Committee meeting at 7:13 p.m. Motion carried: Ayes-All.

Note: Items were taken out of order due to the expected late arrival of members due to the snowstorm. Items that needed action were postponed until the end of the meeting.