

**CITY OF FRANKLIN
PERSONNEL COMMITTEE MEETING
FRANKLIN CITY HALL HEARING ROOM
9229 W. Loomis Road, Franklin, Wisconsin
6:00 p.m., October 17, 2016**

MINUTES

- I. The October 17, 2016 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, Traynor, Pesch, Alderman Barber (arrived at 6:26 p.m.) and Alderman Dandrea. Aldermen Mayer was excused. Member Heidingsfeld resigned on 10/17/16. Also in attendance were Director of Administration Luberda and Human Resources Coordinator Zahn.

- II. Citizen comment period

No citizen comments

- III. Approval of the Minutes from July 18th, 2016

Motion by Alderman Dandrea and seconded by Member Traynor to approve the July 18, 2016 minutes as written. Motion Carried: Ayes – All.

- IV. Insurance Renewals for 2017 – Presentation by Tom Jocz, Diversified Insurance Services

Motion by Member Wikel and seconded by Alderman Barber to recommend to Common Council approval of the administrator UnitedHealthcare and the insurance carrier Sun Life. Motion Carried: Ayes - All

- V. Approval of a Job Description for a Residential Building Inspector, and Amendment to the Civil Service System Personnel Administration Manual to Create a Promotional Career Path Exception from the position of Residential Building Inspector to Assistant Building Inspector

Motion by Alderman Barber and seconded by Alderman Dandrea to send item to Common Council for approval as listed on agenda. Motion Carried: Ayes – All.

- VI. Staffing Report

No Action Needed

- VII. Next Meeting Date

The next regularly scheduled meeting would be 11/21/2016.

- VIII. Adjournment

Motion by Alderman Barber and seconded by Member Tesch to adjourn the Personnel Committee meeting at 6:57 p.m. Motion carried: Ayes-All.