

**CITY OF FRANKLIN  
PERSONNEL COMMITTEE MEETING**

**FRANKLIN CITY HALL, HEARING ROOM  
9229 W. Loomis Road, Franklin, Wisconsin  
6:00 p.m., Monday, September 20, 2010**

**MINUTES**

- I. The September 20, 2010 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, Barber, Sakwinski, Green, Alderman Schmidt and Alderman Solomon. Member Sheehan and Alderman Olson are excused. Also in attendance were Director of Administration Luberda and Human Resource Coordinator Zahn.

- II. Citizen comment period

No Citizens were present.

- III. Approval of minutes from meeting of August 9th, 2010.

Motion by Alderman Schmidt and seconded by Member Barber to approve a correction in the minutes to designate the room the meeting was held in was the Inspection Conference Room, not the Hearing Room. Motion carried: Ayes-All.

Motion by Alderman Schmidt and seconded by Member Wikel to approve the minutes as corrected. Motion Carried: Ayes – All.

- IV. Approval of Job Description and Title Change from the Fire Inspector to a Fire Marshal.

Motion by Member Wikel and seconded by Alderman Schmidt to approve and send to Common Council the job description with changes as per sheet handed out at meeting and WI Valid Drivers license and minimum drivers hiring guidelines which may be adopted by Common Council from time to time along with the title change to Fire Marshal. Motion Carried: Ayes – All.

- V. Processing of Grievance. The Personnel Committee may enter closed session pursuant to §19.85 (1)(c) and (e) Stats to hear, discuss, and decide a grievance between the City of Franklin and the Teamsters, numbered by the Union as 31190, as related to job posting requirements, and to reenter open session at the same place thereafter to act on such matters discussed therein as it deems appropriate.

- VI. Processing of Grievance. The Personnel Committee may enter closed session pursuant to §19.85 (1)(c) and (e) Stats to hear, discuss, and decide a grievance between the City of Franklin and the Teamsters, numbered by the Union as 31189, as related to the creation of the Finance Clerk position, and to reenter open session at the same place thereafter to act on such matters discussed therein as it deems appropriate.

Chair Brunner explained that she would hear information from both the Union and the City regarding both grievances before going into closed session to deliberate. Union Steward Zobel and Union Business Agent Monroe presented the Teamsters side of the grievances while Director of Administration Luberda presented the City's side of the grievances.

Motion by Member Green and seconded by Member Wikel to go into closed session at 7:33 p.m. Upon Roll Call Vote – Motion Carried: Ayes – All.

Motion by Member Wikel and seconded by Member Barber to return to open session at 7:58 p.m.  
Motion Carried: Ayes – All.

Motion by Alderman Solomon and seconded by Alderman Schmidt to deny both grievances for reasons discussed in closed session and authorize the Director of Administration to prepare the letter with said reasons. Motion Carried: Ayes – All.

VII. Discussion Regarding Obtaining Quotes for Insurance Brokers

Director of Administration Luberda explained that it is probably too late to send our broker coverage out for quotes this fall as we have already provided census information to obtain quotes. He explained that an RFP is a lot of work and that it would be up to the Mayor and Council if they want to pull him off other tasks to do an RFP.

Motion by Member Sakwinski and seconded by Member Wikel to recommend to the Mayor that the insurance programs for brokers be sent for an RFP next Spring. Motion Carried: Ayes – All.

VIII. Open Positions Report

Human Resource Coordinator Zahn explained which position we are actively recruiting for.

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 – October 18, 2010.

Director of Administration Luberda explained that if the 2011 budget is not yet completed by October 18 that there will be a Finance meeting that night that he will need to attend. The Personnel Committee may need to be moved, canceled or held without him. Member Green will also not be available on that date.

XI. Adjournment

Motion by Member Sakwinski and seconded by Alderman Schmidt to adjourn the Personnel Committee meeting at 8:12 p.m. Motion carried: Ayes-All.