

**CITY OF FRANKLIN
PERSONNEL COMMITTEE MEETING
FRANKLIN CITY HALL HEARING ROOM
9229 W. Loomis Rd., Franklin, Wisconsin
5:00 p.m., Monday, January 9, 2012**

MINUTES

- I. The January 9, 2012 Personnel Committee Meeting was called to order at 5:00 p.m. by Vice-Chair Wikel in the Hearing Room at City Hall. Members present were Wikel, Barber, Sakwinski, Green, Alderman Schmidt (arrived at 5:01), Alderman Solomon, and Alderman Olson (arrived at 5:21). Member Brunner was excused and Member Sheehan was absent. Also in attendance were Director of Administration Luberdia and Human Resources Coordinator Zahn.

- II. Citizen comment period

There were no citizen comments.

- III. Approval of 12/19/2011 Minutes

Motion by Member Green and seconded by Alderman Solomon to approve the 12/19/2011 Minutes.
Motion Carried: Ayes – All.

- IV. Revisions to the Job Description of Police Patrol Officer

Motion by Member Barber and seconded by Alderman Schmidt to recommend approval of the revisions to the Police Patrol Officer job description. Motion Carried: Ayes – All.

- V. Approval of Job Descriptions for the positions of Treasurer, Finance Director, and Director of Administration.

A lengthy discussion was held regarding the department restructuring. At 5:35 Vice-Chair Wikel had to leave the meeting. Before his departure there was a motion by Member Barber and seconded by Alderman Schmidt to appoint Alderman Solomon as temporary Chair of the Personnel Committee. Motion Carried: Ayes – All.

Motion by Member Green and seconded by Alderman Schmidt to call for the question. Motion Carried: Ayes – All.

Motion by Member Green and seconded by Alderman Schmidt to recommend the Job Descriptions to the Common Council. Motion Carried: 3 Ayes (Schmidt, Green, Barber), 2 No (Olson, Sakwinski).

- VI. Next Meeting Date

It was mentioned that there would not be a meeting on the regularly scheduled date of January 16th but there could possibly be a meeting on January 23rd if needed.

- VII. Adjournment

Motion by Alderman Olson and seconded by Member Barber to adjourn the Personnel Committee meeting at 6:20 p.m. Motion carried: Ayes-All.