

**CITY OF FRANKLIN  
PERSONNEL COMMITTEE MEETING  
FRANKLIN CITY HALL HEARING ROOM  
9229 W. Loomis Road, Franklin, Wisconsin  
6:00 p.m., July 20, 2015**

**MINUTES**

- I. The July 20, 2015 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, Wandtke, Barber, Alderman Schmidt, and Alderman Mayer. Member Sheehan was absent. Alderman Dandrea was excused. Also in attendance were Director of Administration Luberdia, Human Resources Coordinator Zahn, and City Engineer Morrow.

- II. Citizen comment period

There were no citizen comments.

- III. Approval of Minutes of 4/20/2015.

Motion by Alderman Schmidt and seconded by Member Wikel to approve the minutes from 4/20/2015 as written. Motion Carried: Ayes – All.

- IV. Election of Officers

Motion by Alderman Mayer and seconded by Member Barber to nominate Member Brunner as Chairperson. Motion Carried: Ayes – All.

Motion by Alderman Schmidt and seconded by Alderman Mayer to nominate Member Wikel as Vice-Chair. Motion Carried: Ayes – All.

- V. Approval of a New Job Description for the Position of Project Engineer.

Motion by Member Wikel and seconded by Alderman Schmidt to recommend approval of the job description to the Common Council with 2 mentioned changes (regarding supervision wording and taking out the word “concrete” out of the reasoning section). Motion Carried: Ayes – All.

- VI. Update on the Classification and Compensation Study

Director of Administration gave a brief update on where we stand with the Classification and Compensation Study. It was discussed that by next month we may need a special meeting for this project or to invite the Common Council to the next Personnel Committee meeting. No action needed at this time.

- VII. Staffing Report

Members were informed that in addition to the positions listed on the staffing report that we have also received a resignation from an Assistant Building Inspector.

- VIII. Next Meeting Date

The next regularly scheduled meeting would be 8/17/2015 unless members are otherwise notified regarding a special meeting.

IX. Adjournment

Motion by Member Barber and seconded by Alderman Schmidt to adjourn the Personnel Committee meeting at 6:32 p.m. Motion carried: Ayes-All.