

**CITY OF FRANKLIN
PERSONNEL COMMITTEE MEETING**

FRANKLIN CITY HALL, HEARING ROOM
9229 W. Loomis Rd., Franklin, Wisconsin
6:00 p.m., Monday, May 16, 2011

MINUTES

- I. The May 16, 2011 Personnel Committee Meeting was called to order at 6:05 p.m. by Chair Brunner in the Hearing Room at City Hall. The meeting was held as a joint meeting with the Finance Committee for agenda item IV after which time the Finance Committee adjourned.

Members present were Brunner, Wikel, Barber, Sakwinski, Sheehan, Alderman Olson, Alderman Schmidt and Alderman Solomon. Member Green was excused. Also in attendance were Director of Administration Luberda and Human Resource Coordinator Zahn.

- II. Citizen comment period

There were no citizen comments.

- III. Approval of minutes from meeting of March 21, 2011.

Motion by Alderman Schmidt and seconded by Member Wikel to approve the minutes from March 21, 2011. Motion carried: Ayes-All.

- IV. Director of Finance and Treasurer Succession Planning, including amending the job description, authorizing advertising for a Director of Finance and Treasurer, and directing the Director of Administration to prepare a Job Description for a Chief Financial Officer and a related proposed employment agreement revision.

Motion by Alderman Olson and seconded by Member Sakwinski to adopt option 5 with recommendation to the Common Council that the transition period be no more than 1 year and in as much as incumbent would be a contractor that the new hire would come in with full managerial responsibilities. Motion Carried: Ayes 7, No 1 (Wikel).

- V. Full-Time Crime Prevention Officer Proposal

Motion by Alderman Schmidt and seconded by Member Barber to recommend to Common Council approval of the Chief's proposal. Motion Carried: Ayes – All.

- VI. Open Positions Report

No Action Taken.

- VII. Next Meeting Date – June 20, 2011

- VIII. Adjournment

Motion by Alderman Olson and seconded by Member Wikel to adjourn the Personnel Committee meeting at 7:55 p.m. Motion carried: Ayes-All.