

**CITY OF FRANKLIN  
PERSONNEL COMMITTEE MEETING  
FRANKLIN CITY HALL HEARING ROOM  
9229 W. Loomis Road, Franklin, Wisconsin  
6:00 p.m., Monday, September 16, 2013**

**MINUTES**

- I. The September 16, 2013 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, Green, Barber, Sakwinski, Sheehan, Alderman Mayer, Alderman Schmidt (arrived at 6:02), and Alderman Dandrea. Also in attendance were Director of Administration Luberda and Human Resources Coordinator Zahn.
  
- II. Citizen comment period  
  
There were no citizen comments.
  
- III. Election of Officers  
  
Motion by Member Green and seconded by Alderman Mayer to nominate Member Brunner for Chairperson. Motion Carried: Ayes – All.  
  
Motion by Member Green and seconded by Alderman Mayer to nominate Member Wikel for Vice-Chairperson. Motion Carried: Ayes – All.
  
- IV. Approval of Minutes of 5/20/2013.  
  
Motion by Member Barber and seconded by Member Wikel to approve the Minutes from 5/20/2013 as written. Motion Carried: Ayes – All, with Member Sheehan abstaining as he was not at the 5/20/13 meeting.
  
- V. Report on Classification and Compensation Studies in the State of Wisconsin Since the Adoption of Acts 10 and 32 And The Issues that Franklin Must Address When Considering a Classification and Compensation Study for Non-Represented Employees of the City of Franklin  
  
Motion by Member Wikel and seconded by Member Sakwinski to recommend to Common Council that the City should move forward with a classification study for non-represented employees. Such a classification study should be contracted out, provided a consultant can be identified that has a job evaluation tool that is consistent with the City's overall philosophy in weighting various job factors. Motion Carried: Ayes-6, No-2 (Alderman Mayer, Green).  
  
Motion by Member Green and seconded by Member Sheehan to recommend to Common Council to wait until after the classification study is complete and then discuss the compensation study. Motion Carried: Ayes – All.

VI. Flexible Spending Section 125 Plan Revisions

Motion by Member Sheehan and seconded by Alderman Mayer to recommend to Common Council to increase the maximum deduction allowed for unreimbursed medical accounts from \$2000 to \$2500/year. Motion Carried: Ayes – All.

Motion by Alderman Schmidt and seconded by Member Green to recommend to Common Council to modify the participation requirement to cover only employees that are scheduled to work 20+ hours/week and to modify eligibility requirements so that employees become eligible the 1<sup>st</sup> of the month after 6 months of employment. Motion Carried: Ayes – 6, No – 1 (Alderman Mayer).

VII. WERC Notice of Election on Teamsters Representation of General Clerical Employees

No Action Needed

VIII. Director of Administration Report – Health Insurance Update

No Action Needed

IX. Staffing Report

No Action Needed.

X. Next Meeting Date

The next regularly scheduled meeting would be 10/21/2013.

XI. Adjournment

Motion by Alderman Mayer and seconded by Member Barber to adjourn the Personnel Committee meeting at 7:45 p.m. Motion carried: Ayes-All.