

**CITY OF FRANKLIN
PERSONNEL COMMITTEE MEETING
FRANKLIN CITY HALL HEARING ROOM
9229 W. Loomis Road, Franklin, Wisconsin
6:00 p.m. July 18, 2022**

MINUTES

I. The July 18, 2022 Personnel Committee Meeting was called to order at 6:00 p.m. by Chair Wikel in the Hearing Room at City Hall. Members present were Wikel, Traynor, Prusko, and Alderman Holpfer. Alderman Barber, Alderman Nelson, and Member Budny were excused. Also in attendance were Director of Administration Steeno and Human Resources Manager Zahn.

II. Citizen comment period

There were no citizens that gave comments.

III. Welcome to New Member Alderman John Nelson

Alderman Nelson was not in attendance so this item was postponed.

IV. Election of Officers

Motion by Member Traynor and seconded by Alderman Holpfer to table items III and IV to the August meeting. Motion Carried: Ayes – All.

V. Approval of the Minutes from 6/20/22

Motion by Member Prusko and seconded by Member Traynor to approve the minutes from 6/20/22 as written. Motion Carried: Ayes- All.

VI. Approval of an Updated Job Description for the Position of Police Patrol Officer

Motion by Member Traynor and seconded by Member Prusko to recommend approval of the revised job description for the position of Police Patrol Officer as requested. Motion Carried: Ayes – All.

VII. Discussion Regarding Aligning Benefits within the Non-Represented Employee Group

Information was provided and discussion held. Motion by Member Traynor and seconded by Alderman Holpfer to table this item to the next meeting. Motion Carried: Ayes – All.

VIII. Discussion Regarding Potential Changes to the Sick Leave Incentive/Severance Pay Policy & Consideration of a Paid Time Off (PTO) Policy

Discussion was held regarding potential options. Motion by Member Traynor and seconded by Member Prusko to table the item until the August meeting. Motion Carried: Ayes – All.

IX. Staffing Report

Information was provided but no action was needed.

X. Next Meeting Date

The next regularly scheduled meeting is planned for August 15, 2022.

XI. Adjournment

Motion by Alderman Holpfer and seconded by Member Traynor to adjourn the Personnel Committee meeting at 7:08 p.m. Motion carried: Ayes-All.