

**CITY OF FRANKLIN
PERSONNEL COMMITTEE MEETING
FRANKLIN CITY HALL HEARING ROOM
9229 W. Loomis Road, Franklin, Wisconsin
6:00 p.m. January 20, 2020**

MINUTES

- I. The January 20, 2020 Personnel Committee Meeting was called to order at 6:00 p.m. by Vice-Chair Prusko in the Hearing Room at City Hall. Members present were Prusko, Wikel, Traynor, Pesch, Budny, Alderman Barber, Alderman Mayer and Alderman Dandrea. Chair Brunner was excused. Also in attendance were Human Resources Coordinator Zahn, Assistant Police Chief Magno, and Police Captain Stowers.
- II. Citizen comment period

There were no citizens present.
- III. Approval of the Minutes from 10/21/2019.

Motion by Alderman Dandrea and seconded by Member Traynor to approve the minutes from 10/21/2019. Motion Carried: Ayes – All.
- IV. Consideration of an Employee’s Prior Service in the Calculation of a Retirement Severance Payment

This item was not discussed. As it is a complaint regarding interpretation of a company policy this item, per Employee Handbook, should be brought to the Mayor for decision, not the Personnel Committee.
- V. Consideration of a Monday thru Friday Dispatcher position

Motion by Alderman Mayer and seconded by Member Pesch to recommend approval of the proposed change as discussed. Motion Carried: Ayes - All.
- VI. Approval of Revised Job Descriptions for Sanitarian, Drug-Free Community Coalition Coordinator, and Planning Manager.

Motion by Alderman Dandrea and seconded by Member Traynor to recommend approval of the three revised job descriptions as submitted Motion Carried: Ayes – All.
- VII. Staffing Report.

Human Resources Coordinator went thru recently filled positions and the current open positions. No Action Taken.
- VIII. Next Meeting Date

The next regularly scheduled meeting is planned for February 17, 2020.
- IX. Adjournment

Motion by Alderman Barber and seconded by Member Pesch to adjourn the Personnel Committee meeting at 6:35 p.m. Motion carried: Ayes-All.