

**CITY OF FRANKLIN
PERSONNEL COMMITTEE MEETING
FRANKLIN CITY HALL HEARING ROOM
9229 W. Loomis Road, Franklin, Wisconsin
6:00 p.m., January 17, 2022**

MINUTES

- I. The January 17, 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, Budny, Prusko, Alderman Barber (via ZOOM), Alderman Mayer (via ZOOM), and Alderman Holpfer. Also in attendance were Director of Administration Steeno and Human Resources Coordinator Zahn.
- II. Citizen comment period
There were no citizens present.
- III. Approval of the Minutes from 10/18/2021, 11/1/2021, and 12/6/2021

Motion by Alderman Holpfer and seconded by Member Traynor to approve the minutes from 10/18/21 as written. Motion Carried: Ayes- All.

Motion by Member Prusko and seconded by Member Traynor to approve the minutes from 11/1/2021 as written. Motion Carried: Ayes – All.

Motion by Member Traynor and seconded by Member Budny to approve the minutes from 12/6/21 as written. Motion Carried: Ayes – All.
- IV. Approval of a Job Description for the Position of Laborer in the Public Works Department

Motion by Alderman Barber and seconded by Alderman Holpfer to recommend approval of the job description for the position of Laborer as requested. Motion Carried: Ayes – All.
- V. Review of the HRA/HSA Correction

Information was provided but no action was needed.
- VI. Discussion Regarding the Comparable Wages/Recent Wage Increase Approved by Common Council on 1/4/22

Information was provided but no action was needed.
- VII. Review of 2021 Workplan

Information was provided but no action was needed.
- VIII. Establish 2022 Workplan

Information was provided but no action was needed.

IX. Staffing Report

Information was provided but no action was needed.

X. Next Meeting Date

The next regularly scheduled meeting is planned for February 21, 2022.

XI. Adjournment

Motion by Member Traynor and seconded by Member Prusko to adjourn the Personnel Committee meeting at 6:47 p.m. Motion carried: Ayes-All.