

**Personnel Committee Minutes
Tuesday, May 8, 2018 – 4:30 PM
City Hall, Conference Room 2A**

Meeting called to order by Chairperson Proksa at 4:30 pm

Roll Call: Chairperson Proksa, Flower, Halverson, & Straube.

Absent: Ald. Skates, Also present: Administrator Oborn, Mayor Hartz, Finance Director Hall

Comments from the public limited to 5 minutes, limited to items on this agenda

None

Approve the Personnel Committee minutes from February 6, 2018, as prepared and distributed

Motion to approve the February 6, 2018 Personnel minutes by Halverson, second by Straube.

Motion carried 4-0.

Update on City Hall hiring

Administrator Oborn reported three positions being filled 1). Human Resources position has been offered, 2). Part-time front office for Clerk almost filled and 3.) New full-time full-time counter person is good fit and an excellent hire.

Discussion/Action/Recommendation on Employee Health Benefits costs and programs including:

Claims Paid 6 Month Rolling Average

Oborn explained 3 fold effort to drive down the costs.

Aurora Clinic

Oborn to email them report, but not getting a lot of usage.

Transition to State Health Insurance Pool

Premium Share Resolutions

July 1, 2018 COBRA rates and corresponding Working Spousal Surcharge and Employee for next meeting

Oborn stated there are several options for the city to select from.

Request for Oborn to bring the benefit plan numbers to the next meeting

Report from Employee Health Benefits Group Meeting

Employees requested dropped 4% because no premium share

Discussion/Action/Recommendation City of Lake Geneva Employee Handbook change in Section 603 for Overtime pay when working on Saturdays and Sundays (*Requested by Public Works and Utility*)

Motion to approve as amended by Halverson, second by Straube. Motion carried 3-1. Flower no.

Next meeting date on June 5, 2018

Motion to go into Closed Session pursuant to Wis. Stat. 19.85(1)(c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility regarding employee contracts, pay, and benefits for: Jim Flower, Code Enforcement Officer / Assistant Building Inspector

Motion by Straube to go into closed session at 5:00 pm, second by Halverson. Motion carried unanimously.

Motion to return to open session pursuant to Wisconsin Statutes 19.85 (2) and take action on any items discussed in closed session

Motion to return into open session at 6:10 pm by Halverson, second by Straube via Roll Call. Motion carried 3-0.

No action taken on closed session items.

Motion to adjourn by Halverson at 6:11 pm, second by Straube. Motion carried 3-0.

THESE MINUTES ARE NOT OFFICIAL UNTIL APPROVED BY THE PERSONNEL COMMITTEE

5/21/2018 1:30 pm

cc: Aldermen, Mayor, Administrator, Attorney, Media