

# **PERSONNEL COMMITTEE MINUTES**

**THURSDAY, MAY 28, 2015 – 4:00 P.M.**

**CITY HALL, COUNCIL CHAMBERS**

Meeting was called to order by Alderman Hedlund at 4:04 p.m.

**Roll Call.** Alderman Hedlund, Chappell, Kupsik, Hill. Absent (Excused): Alderman Wall. Also Present: City Attorney Draper, City Administrator Jordan, City Administrator Oborn, Comptroller Pollitt and City Clerk Waswo.

**Comments from the public limited to 5 minutes.** None.

**Approve the Personnel Committee minutes for March 26, 2015, April 11, 2015, and April 23, 2015, as prepared and distributed.**

Kupsik/Chappell motion to approve. Motion carried 4 to 0.

## **Discussion/Recommendation on Compensation and Classification Study by Ann Antonsen.**

City Administrator Jordan stated Ms. Antonsen is questioning how the committee would like to approach the next step in the process. She could present a policy with a couple of options such as completing the compensation classification study consistent with the market as it is or keep it at a lower level due to the benefits being higher. He recommended they delay their decision on the study until the health insurance has been decided. Mr. Jordan stated Springsted has also lowered their cost by \$2,500 due to the delay. The council discussed the different issues surrounding the health insurance and how it would affect the study. The consensus was to wait until the health insurance was completed before they made a decision on how to proceed with the study.

## **Closed Session**

Hill/Kupsik motion to go into closed session pursuant to Wisconsin Statutes 19.85 (1) (c) considering employment, promotion, compensation or performance evaluation data of public employee Sabrina Waswo which the governmental body has jurisdiction or exercises responsibility.

Roll Call: Chappell, Hill, Kupsik, Hedlund voted “yes.” Motion carried 4 to 0.

The Council entered into closed session at 4:16 p.m.

## **Return to Open Session**

Hill/Kupsik motion to return to open session pursuant to Wisconsin Statutes 19.85(2) and take action on any items discussed in closed session.

Roll Call: Chappell, Hill, Kupsik, Hedlund voted “yes.” Motion carried 4 to 0.

The Council reconvened in open session at 4:36 p.m.

Hill/Kupsik motion to instruct staff to move forward with the contract as approved and meet with Sabrina Waswo to discuss the evaluation as the Personnel Committee has reviewed Ms. Waswo and found a favorable evaluation.

Roll Call: Chappell, Hill, Kupsik, Hedlund voted “yes.” Motion carried 4 to 0.

## **Adjournment**

Hill/Chappell motion to adjourn at 4:37 p.m. Motion carried 4 to 0.

/s/ Sabrina Waswo, City Clerk

**THESE MINUTES ARE NOT OFFICIAL UNTIL APPROVED BY THE PERSONNEL COMMITTEE**