

CITY OF ELKHORN
Human Resources Committee
Lower Conference Room, 9 S. Broad Street, Elkhorn, Wisconsin

February 1, 2005

Chairman Julie Taylor called the Human Resources Committee to order at 5:00 p.m. followed by Roll Call.

ROLL CALL

Present: Aldermen John Karcher, William Hoffmann, Julie Taylor

Also present: City Administrator Sam Tapson, City Clerk Nancy Jacobson, Police Chief Joel Christensen

HEALTH INSURANCE BENEFIT MODIFICATION FOR RETIREES

City Administrator Tapson reported that an adjustment needs to be done with the Health Benefit Plan for retirees to make it consistent with the active employee plan which was amended during the union contracts. The amendment will be reviewed at the next Human Resources Committee meeting scheduled for February 14 with a recommendation to Council for action on February 21.

PERSONNEL CODE

City Administrator Tapson presented the revised Personnel Code. The code was reviewed by CVMIC and the recommendations have been incorporated into the code.

The greatest change concerns the "at will" clause. The policy has changed from "at will" to "for cause" and disciplinary policies included. The policy still provides "at will" during the probationary period of an employee.

Tapson explained that in another area an employee cannot work over his or her normal hours without formal approval.

Committee discussed the sick time payout. It has not been allowed for non-union employees hired after January 1, 1998. The question was raised concerning those long-term employees who have been promoted. Tapson said he would check with CVMIC as to how this has been done in other municipalities.

The Personnel Code will be brought back to the next Human Resources Committee.

NON-UNION COMPENSATION PLAN

City Administrator Tapson presented the Wage/Salary Plan. After discussion concerning those employees who fell below the minimum in the proposed wage/salary schedule, the City Administrator was directed to make the adjustments as discussed and bring the plan back to the next meeting. Committee will review the revised plan and make a recommendation to Council for action on February 21.

ADJOURNMENT

Motion (Karcher/Hoffmann) to adjourn at 7:05 p.m.

Nancy B. Jacobson
City Clerk