

CITY OF ELKHORN
Human Resources
First Floor Conference Room, 9 S. Broad Street, Elkhorn, Wisconsin
November 17, 2011

Chairman Kim DeHaan called the Human Resources Committee meeting to order at 5:00 p.m. followed by Roll Call.

ROLL CALL

Present: Aldermen Kim DeHaan, Ronald Dunwiddie, Gary Payson, Sr.
Also present: City Administrator Sam Tapson, City Clerk Darlene Igl

DEPUTY CLERK VACANCY

Administrator Tapson had provided information requesting consideration of a pay grade enhancement for an applicant for the Administrative Assistant/Deputy Clerk position. Based on the previous experience of the applicant, it was requested that the pay rate be set near the mid-point of the range for the position. In addition, it was proposed that the applicant be offered a \$.75 per hour increase upon successful completion of the required orientation period. After discussion, motion (Payson/Dunwiddie) to recommend approval of the suggested pay structure and to release a Tentative Offer of Employment incorporating the proposed pay structure. DeHaan opposed. Motion carried.

ADJOURN

Motion (Dunwiddie/Payson) to adjourn at 5:15 p.m.

Darlene R. Igl
City Clerk