

**CITY OF ELKHORN**  
**Human Resources**  
**First Floor Conference Room, 9 S. Broad Street, Elkhorn, Wisconsin**  
**October 1, 2012**

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, Gary Payson, Sr., Brian Olson

Also present: Alderman Jim D'Alessandro, City Administrator Sam Tapson, Fire Chief Rod Smith, Finance Director Mary Hinske, City Clerk Darlene Igl, Iris Payson, Police Chief Joel Christensen

**POLICE DEPARTMENT RESTRUCTURING**

Chief Christensen stated that the Department has completed a review of its current operating structure after Captain Slattery's retirement. It was recommended that the Captain vacancy be filled, that the Lieutenant assigned to an a.m. mid-shift and assign a Sergeant to the p.m. mid-shift. This would provide the necessary supervision during the times most often needed. The second Sergeant position would be eliminated and replaced with a Patrolman. Motion (Payson/Olson) to recommend to Council that the vacant Captain position be staffed and the Police Department restructuring. Motion carried.

**DISCUSSION: RECREATION DEPARTMENT MANAGER**

There was discussion regarding the creation of a Recreation Department Manager position. A draft position description was reviewed and base salary discussed. It was stated that the goal for this position would be to expand the current recreation programming. It was agreed that the Committee would meet on October 8 to further discuss the qualifications and salary for the position.

**ADJOURN**

Motion (Payson/Olson) to adjourn at 5:27 p.m.

Darlene Igl  
City Clerk