

**CITY OF ELKHORN**  
**Human Resources**  
**First Floor Conference Room, 9 S. Broad Street, Elkhorn, Wisconsin**  
**February 18, 2013**

Gary Payson 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, City Clerk Darlene Igl, Police Chief Joel Christensen, Electric Utility Director John Murphy

**PERFORMANCE REVIEWS**

The performance review system currently in place was discussed. It was discussed that Department Heads are available for questions as a part of the budget presentation and that budget documents for each department outline goals for the year. It was suggested that the City consider entering into contracts with key employees. A quarterly review system of Department Heads was discussed. A merit pay structure will be reviewed at a future meeting.

**ADJOURN**

Motion (Olson/Payson) to adjourn at 5:54 p.m.

Darlene Igl  
City Clerk