

CITY OF ELKHORN
Human Resources
First Floor Conference Room, 9 S. Broad Street, Elkhorn, Wisconsin
June 25, 2013

Chairman Brian Olson called the Human Resources Committee meeting to order at 4:00 p.m. followed by Roll Call.

ROLL CALL

Present: Aldermen Brian Olson, Gary Payson, Sr., James Boardman

Also present: City Administrator Sam Tapson, Fire Chief Rod Smith, City Clerk Darlene Igl, Finance Director Mary Hinske

WATER/ELECTRIC UTILITY PAY RATES

The compensation schedule for employees in the water and electric utilities was reviewed. The MEUW Group 3 Wage/Benefit Survey Report for 2012 was submitted to the Committee. Chairman Olson stated that he felt compensatory time in lieu of overtime should be reinstated for linemen only. It was discussed that the comp time bank could be 40 hours maximum annually. The Committee asked that the 2013 report be provided along with DPW compensation information for discussion at the next meeting.

REVIEW OF FIRE CHIEF POSITION DESCRIPTION/SALARY

The current position description for the Fire Chief was provided to Committee. The Committee agreed to implement the \$10,000 salary increase effective August 1 from contingency. It was agreed that the City would cover the additional salary expense for the Fire chief for the remainder of 2013. The additional expense will be included in the 2014 Fire Department and allocated to the Towns based on the current percentages. It was requested that letters be sent to the affected Towns to notify them of the increase. This item will be presented to the Common Council at the July 15 meeting.

PTO PROGRAM MODIFICATION

Administrator Tapson stated that an adjustment to the PTO program should be considered to incorporate an alternate schedule of accrual that accommodates the 4/10 work schedule of several of the City Hall office staff. Motion (Payson/Boardman) to recommend an adjustment to the PTO program to Council. Motion carried.

ADJOURN

Motion (Olson/Payson) to adjourn at 4:45 p.m.

Darlene Igl
City Clerk