

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

July 7, 2014

Human Resource Committee was called to order at 4:15 p.m. by Alderman D'Alessandro followed by Roll Call.

ROLL CALL

Present: Aldermen James D'Alessandro, Gary Payson Sr., Tom Myrin

Also present: Administrator Sam Tapson, City Clerk Cairie Virrueta, Utility Operations Director John Murphy, Fire Chief Rod Smith

Promotion Pay Rate Adjustment

Todd Hanson was temporarily promoted to DPW Supervisor for six months and has done an excellent job. Hanson agreed to take the position permanently; the promotion would involve a pay rate increase to the entry level rate of \$27.31 an hour for this position. Motion (Payson/Myrin) to recommend approval of the pay rate increase of \$27.31 for Todd Hanson for the DPW Supervisor position. Motion carried.

Deputy Clerk Designation

City Clerk Cairie Virrueta will be gone a week at clerk training and a deputy clerk needs to be designated to perform duties while she is gone. In order to designate a deputy, a letter needs to be written by the clerk and filed in the clerk's office. Administrator Tapson recommended designating the new Finance Director to this position for the week Clerk Virrueta is gone. Consensus of committee members for the temporary designation of the new finance director, should he agree to it.

ADJOURNMENT

Motion (Payson/D'Alessandro) to adjourn at 4:33 p.m.

Cairie L. Virrueta
City Clerk