

**HUMAN RESOURCES COMMITTEE  
MINUTES – DECEMBER 18, 2017**

**MEMBERS PRESENT:** Brent Fennessey, Ruth Ludwig, Jack Sweeney

**OTHERS PRESENT:** Nick Alexander, Debbie Bergstrom, Rich Burghaus, Tom Champaigne, Brad Esler, Cory Hanson, Sue Heskin, Cammi Koneczny, Mayor Jim Paine

The meeting was called to order at 4:00 pm.

**1) Approve 11/20/17 HRC meeting minutes.**

Motion by Fennessey, seconded by Sweeney, to approve the 11/20/17 HRC Meeting Minutes. APPROVED

**2) Local #27 Grievance #01-27-17: Investigator Pay (Cory Hanson)**

Motion by Sweeney to accept the Union's settlement offer to keep Hanson's rate at \$30.28 and not require him to reimburse the City for the overpayment. *Motion failed due to lack of a second.*

Motion by Fennessey, seconded by Ludwig, to maintain Cory Hanson's rate of pay in his ICAC Investigator position at the Detective/Master Officer level at \$31.04/hour. APPROVED

Sweeney opposed.

**3) Approve Revised Job Descriptions:**

**A) Certified Mechanic**

Motion by Fennessey, seconded by Sweeney, to approve the revised Certified Mechanic job description. APPROVED

**B) Mechanic**

Motion by Fennessey, seconded by Sweeney, to approve the revised Mechanic job description. APPROVED

**C) Working Foreman (CEA WF-add fuel system certification requirement)**

Motion by Fennessey, seconded by Sweeney, to approve the revised Working Foreman job description. APPROVED

**4) Request to Fill Positions:**

**A) Library Custodian (PT)**

Motion by Fennessey, seconded by Sweeney, to approve filling the Library Custodian position. APPROVED

**B) Light Equipment Operator-Parks & subsequent vacancies**

Motion by Sweeney, seconded by Fennessey, to approve filling the Light Equipment Operator position and subsequent vacancies. APPROVED

**C) Civil Engineering Technician II-Public Works**

Motion by Fennessey, seconded by Sweeney, to approve filling the Civil Engineering Technician II position and subsequent vacancies if filled in-house. APPROVED

**5) Receive and File:**

**A) Monthly Personnel Report for November 2017.**

Motion by Fennessey, seconded by Sweeney, to receive and file the Monthly Personnel Report for November 2017. APPROVED

**6) Human Resources Department update.**

No action required.

Motion by Sweeney, seconded by Fennessey, to move into Closed Session at 5:20 pm. APPROVED

**1) Local #27 Grievance #01-27-17: Investigator Pay**

**2) WPPA Union #27 Police Negotiations.**

Motion by Fennessey, seconded by Sweeney, to move back into Open Session at 5:50 pm. APPROVED

Ludwig adjourned the meeting at 5:51 pm.