

## PERSONNEL COMMITTEE

APRIL 27, 2015

The meeting was called to order at 6:00 p.m. by Ald. Hohmann with the following Roll Call:

Members Present: Ald. Hohmann, Ald. Longo, Ald. Boelk,

Members Absent:

Others Present: Mayor Redeker, Darlene Smith, Lois Krueger, Ald. Neumann, Ald. Toellner, Ald. Schmidt, Ed Zagorski, Bob Smith

### Item #2 Approve the Minutes of March 9, 2015, and March 23, 2015, meeting.

Motion by Ald. Boelk, second by Ald. Longo to approve the minutes of the March 9, 2015, and March 23, 2015, meeting. Motion carried unanimously.

### Item # 3 Citizens Comments.

A. None.

### Item # 4 Clerk's Report.

A. Update on Upcoming Liquor License Renewals.

Renewal letters were sent out to the current liquor license premises. The renewals will be on the May 26, 2015, Public Safety Committee Meeting for recommendation and then on the June 8, 2015, Common Council Meeting for approval.

B. Update on Renewal Operator's Licenses.

Renewal letters were sent out to the current operator's license holders. The renewals will be approved at the May 12<sup>th</sup> and June 8<sup>th</sup> Common Council meetings.

C. Open Book will be on May 12, 2015, from 1-3 p.m.

D. Board of Review will be on May 28, 2015, from 5-7 p.m.

### Item #5 Discussion on Employee of the Year with possible action.

Award an employee not including the department heads who has demonstrated hard work within the city. This would be one employee for the city not each department. Each department head would nominate an employee and the council would then vote on the nominees. It was stated that this could cause conflict and animosity among departments and employees. No action was taken.

### Item #6 Discussion on Pay for Performance of City Employees.

A professional company was researched which is out of Seattle, WA and they have a pay scale which is a cloud based platform, offer 24/7 support, have a pay for performance matrix which management can use, and market analysis of pay throughout the country and Wisconsin. The cost for the basic level of service which is a three year plan is \$4,200 for the first year, \$3,500 for the second and third years and after that a 3% increase. This program would also help with employee evaluations, how to talk to employees about their evaluations, pay raise discussions, and goal setting. Pay for performance needs to be implemented for the city employees. The criteria (safety, attendance, productivity, skill level, performance, etc.) need to be set and then the employees know what needs to be improved. Ald. Longo is familiar with implementing this pay for performance and will look into it if the Council is willing to look at this option.

### Item #7 Adjournment

Motion by Ald. Boelk, second by Ald. Longo to adjourn at 6:19 p.m. Motion carried unanimously.

Darlene Smith, City Clerk