



MINUTES OF THE PERSONNEL COMMITTEE

TUESDAY, NOVEMBER 28, 2023, 4:30 PM

**Immediately following Finance Committee. In person at City Hall,
Room 207.**

Virtual attendance also available via Zoom.

A. ZOOM MEETING INFORMATION.

I. Join Zoom Meeting Online:

<https://us02web.zoom.us/j/86846491807?pwd=K3NJQlNxdXUlcjB2RlR0TWVVTUkYdz09>

Or call in by phone: +1 312 626 6799

Meeting ID: 868 4649 1807

Passcode: 298054

If you wish to speak at this public meeting or leave a comment, please fill out the online [Comment Form](#) prior to the meeting. More detailed [Zoom Instructions](#) can be found online.

B. ROLL CALL.

Present: Bill Galvin, Jim Hutchison, Brian Johnson, Jesse Brunette

Others Present: Police Chief Chris Davis, City Attorney Joanne Bungert, Finance Director Diana Ellenbecker, Public Works Director Steve Grenier, Chief of Operations Joseph Faulds, Assistant Finance Director Linda Chosa, City Clerk Celestine Jeffreys, Human Resources Manager Melanie Falk and others.

C. APPROVAL OF THE AGENDA.

Moved by Ald. Brian Johnson, seconded by Ald. Jesse Brunette to approve the agenda.

Motion Passed.

Yes- Jim Hutchison, Brian Johnson, Jesse Brunette, Bill Galvin, No- None, Abstain- None.

D. APPROVAL OF MINUTES.

I. Approval of the Minutes from the October 24, 2023 Personnel Committee meeting.

Moved by Ald. Brian Johnson, seconded by Ald. Jesse Brunette to approve.

Motion Passed.

Yes- Jim Hutchison, Brian Johnson, Jesse Brunette, Bill Galvin, No- None, Abstain- None.

E. REGULAR BUSINESS.

1. For consideration with possible action on the request to fill the following positions and all subsequent vacancies resulting from internal transfers.

a. Signs Worker Foreperson

a. Parks Maintenance Worker

c. Police and Fire Positions

d. Support Assistant

e. Administrative Clerk

Moved by Ald. Brian Johnson, seconded by Ald. Jesse Brunette to approve the request to fill the Signs Worker Foreperson position and all subsequent vacancies resulting from internal transfers.

Motion Passed.

Yes- None, No- None, Abstain- None.

Moved by Ald. Brian Johnson, seconded by Ald. Jim Hutchison to approve the request to fill the Parks Maintenance Worker position and all subsequent vacancies resulting from internal transfers.

Motion Passed.

Yes- Jim Hutchison, Brian Johnson, Jesse Brunette, Bill Galvin, No- None, Abstain- None.

Moved by Ald. Brian Johnson, seconded by Ald. Jesse Brunette to approve the request to fill Patrol Officer and Fire Fighter vacancies in 2024 that were approved as part of the budget.

Motion Passed.

Yes- Jim Hutchison, Brian Johnson, Jesse Brunette, Bill Galvin, No- None, Abstain- None.

Moved by Ald. Brian Johnson, seconded by Ald. Jim Hutchison to approve the request to fill the Support Assistant position at the Police Department and all subsequent vacancies resulting from internal transfers.

Motion Passed.

Yes- Jim Hutchison, Brian Johnson, Jesse Brunette, Bill Galvin, No- None, Abstain- None.

Moved by Ald. Jim Hutchison, seconded by Ald. Jesse Brunette to approve the request to fill the Administrative Clerk position in the City Clerks Office and all subsequent vacancies resulting from internal transfers.

Motion Passed.

Yes- None, No- None, Abstain- None.

2. For consideration with possible action on the request to amend Chapter 8 of the Personnel Policies to allow for a 2% increase for those in the performance range of the pay plan effective January 1, 2024.

Moved by Ald. Brian Johnson, seconded by Ald. Jesse Brunette to approve.

Motion Passed.

Yes- Jim Hutchison, Brian Johnson, Jesse Brunette, Bill Galvin, No- None, Abstain- None.

3. For consideration with possible action on the proposed compensation for the position of Mayor

starting in the Mayor's next term.

Moved by Ald. Jesse Brunette, seconded by Ald. Brian Johnson to refer to staff with the items requested by the committee.

Motion Passed.

Yes- Jim Hutchison, Brian Johnson, Jesse Brunette, Bill Galvin, No- None, Abstain- None.

F. INFORMATIONAL.

I. Report of Routine Personnel Action Items

Moved by Ald. Jesse Brunette, seconded by Ald. Jim Hutchison to open the floor.

Motion Passed.

Yes- Jim Hutchison, Brian Johnson, Jesse Brunette, Bill Galvin, No- None, Abstain- None.

Moved by Ald. Jesse Brunette, seconded by Ald. Bill Galvin to close the floor.

Motion Passed.

Yes- Jim Hutchison, Brian Johnson, Jesse Brunette, Bill Galvin, No- None, Abstain- None.

Moved by Ald. Jesse Brunette, seconded by Ald. Brian Johnson to receive and place on file.

Motion Passed.

Yes- Jim Hutchison, Brian Johnson, Jesse Brunette, Bill Galvin, No- None, Abstain- None.

2. Next Meeting: December 12, 2023

G. ADJOURNMENT.

Moved by Ald. Brian Johnson, seconded by Ald. Jesse Brunette to adjourn.

Motion Passed.

Yes- Jim Hutchison, Brian Johnson, Jesse Brunette, Bill Galvin, No- None, Abstain- None.