



Human Resources Committee Meeting Minutes January 7th, 2021

Human Resources Committee

Thad Kubisiak, Chairperson
Joseph Zurfluh, Secretary
Jay Bemke

A meeting of the Human Resources Committee was held on Thursday, January 7th, 2021, at 4:30 p.m. via remote videoconferencing, originating from the City Hall Council Chambers. All members were present. (Kubisiak, Bemke, Zurfluh). Also present remotely were Mayor Blaser, Sue Schill and Tom Rayome. Paul Vollert and Ryan Hartman were also present.

Agenda

1. Call to order.

Chairperson Kubisiak called the meeting to order at 4:30 p.m.

2. Discuss and consider a Requisition Request for an Aquatic/ Building Maintenance Technician position at the Aquatic facility.

Motion by Kubisiak, second by Bemke to approve a Requisition Request for an Aquatic/ Building Maintenance position at the Aquatics Facility. Job description as presented will be modified to reflect that a Class B driver's license for CDL with air brakes may be required or requested. Motion carried 3-0.

3. Discuss and consider for approval the submission of a Request for Proposal for a City employee wage study.

Motion by Kubisiak, second by Bemke to approve to proceed with the seeking of proposals for the performance of an employee compensation/ wage study. Motion carried 3-0.

4. HR Department Update

- DPW
 - Positions of Sewer Construction Group Lead and Street Supervisor starting 1/11/21.
- Finance Department
 - New position of Assistant Director of Finance interview phase is completed.
- COVID-19 Vaccine update

5. Adjournment.

Motion by Bemke, second by Zurfluh to adjourn. Motion carried 3-0. The meeting adjourned at 4:45 p.m.