

**MINUTES  
CITY OF PORT WASHINGTON  
PERSONNEL COMMITTEE MEETING  
Tuesday, November 18, 2014, 4:30 P.M.**

1. Roll Call- Members present were Aldermen Dan Becker, Bill Driscoll and Kevin Rudser. Also present was City Administrator Mark Grams.
2. Approve Minutes Of Previous Meeting- Tabled.
3. Recommend Creating Part-Time Utility Clerk Position- The City Administrator and Dave Ewig reviewed the need for a part-time utility clerk position. Following discussion a Motion made by Alderman Becker, seconded by Alderman Driscoll to recommend approval of creating a part-time Utility Clerk position as presented. Motion carried unanimously.
4. Review Salary Grade For Senior Center Director Position-The City Administrator explained the justification to upgrade the salary grade for the Senior Center Director. Motion made by Alderman Rudser, seconded by Alderman Driscoll to recommend the salary grade for Senior Center Director position change to a Grade 5. Motion carried unanimously.
5. Review Salary Grade For Park & Recreation Secretary Position- The City Administrator discussed the reason to change the salary grade for the secretary position. Motion made by Alderman Rudser, seconded by Alderman Driscoll to recommend the salary grade for the Park & Recreation Secretary position change to a Grade 3. Motion carried unanimously.
6. Review Salary Grade For Marina Assistant Position- The City Administrator explained the reason for moving the salary grade from 2 to 3 for the marina Assistant position. Motion made by Alderman Rudser, seconded by Alderman Driscoll to recommend the salary grade for the Marina Assistant position change to a Grade 3. Motion carried unanimously.
7. Adjournment- Motion made by Alderman Rudser, seconded by Alderman Driscoll to adjourn the meeting at 5:03 p.m. Motion carried unanimously.