

**CITY OF EDGERTON  
CITY HALL  
12 ALBION STREET  
PERSONNEL COMMITTEE**  
Tuesday, September 18, 2018 at 5:30 p.m.

1. Call to Order; Roll Call.
2. Confirmation of Meeting Notice posted Friday September 14, 2018.
3. Approval of January 11, 2018 Personnel Committee Meeting Minutes.
4. Elect Chair.
5. Discuss and Consider Health Insurance Options for 2018.
6. Discuss and Consider Dental Insurance Options for 2018.
7. Discuss and Consider Wages for 2018.
8. Consider Wage Range for Police Chief
9. Adjourn.

cc: Mayor  
Department Heads

All Council Members  
Newspapers

**NOTICE:** If a person with a disability requires that the meeting be accessible or that materials at the meeting be in an accessible format, call the City Administrator's office at least 6 hours prior to the meeting to request adequate accommodations. Telephone: 884-3341



**January 11, 2018 PERSONNEL COMMITTEE MEETING MINUTES  
CITY OF EDGERTON**

Chairperson Davis called the meeting to order at 4:00 p.m.

Present: Candy Davis, Mark Wellnitz and Jonathon Frey

Others Present: City Administrator Ramona Flanigan and Police Chief Tom Klubertanz

Flanigan confirmed the meeting agenda was properly noticed on Friday, January 9, 2018 at the Post Office, Edgerton Library, City Hall and the website.

**APPROVAL OF MINUTES:**

A Frey/Wellnitz motion to approve the October 30, 2017 Personnel Committee meeting minutes passed, all voted in favor.

**CLOSED SESSION:**

A Wellnitz/Frey motion to go into closed session pursuant to Wisconsin Statute 19.85(1)(c) "Considering Employment, Promotion, Compensation or Performance Evaluation Data of Any Public Employee Over Which the Governmental Body has Jurisdiction of Exercises Responsibility". Discuss and Consider WPPA Negotiations passed on a 3/0 roll call vote.

Being no other business before the Committee, a Wellnitz/Frey motion to adjourn from closed session passed. All voted in favor.

Ramona Flanigan/wjl  
City Administrator



# Memo

**To:** Personnel Committee  
**From:** Staff  
**Date:** 9/12/2018  
**Re:** September 18, 2018 Meeting

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**Retirement:** The City's portion of the 2019 retirement costs will decrease by 0.15% for General Employees and decrease by 0.21% for sworn officers. The City's decrease for retirement in next year's tax levy, based on 2018 wages, is estimated to be \$2,508. (If wages increase for 2019 so will the cost of retirement.)

The employees' portion of the 2019 retirement costs will decrease for all employees. The 0.15% decrease equates to an increase of approximately \$72 in take home pay per year per non represented employees and \$130 for sworn officers.

**Health Insurance for 2019:** The City is currently enrolled in the state health insurance (ETF) low deductible plan.

Current health insurance coverage: ETF health insurance will decrease by 6% in 2019. Currently employees pay the annual deductible of up to \$500/single and \$1,000/family. Non represented employees pay \$597/single and \$1,470/family annually for premiums. If an employee selects an HMO that is not the lowest cost plan, the employee pays the difference. The employee premium contribution was first implemented for non-represented employees in 2015 and increased in 2018 to \$597/\$1,470. For 2019, this premium contribution equates to 8% of the total premium for non-represented.

If the City continues with the same payment arrangement with the deductible plan in 2019 and the same employee premium contribution, the City's estimated decrease in levy supported costs for 2019 health insurance will be approximately \$43,225.

**Dental Insurance for 2019:** The City has its dental insurance through Delta Dental. There will be no change in premiums from 2018 to 2019.

**2019 Wages - Across the Board Adjustment:** According to the Personnel Policy and Procedures manual, across the board increases are based on the following: the COLA increase; increases given to represented employees; and the financial position of the City.

- COLA will be announced in October. Most COLA estimates are 3.0%- 3.2%.

- Represented employees: The only represented employees in the City are the police union employees. While the starting and ending wages in the police union wage schedule will not increase in 2019, the approved contract compressed the wages scale resulting in varying wage increases depending upon employee. The total impact on the 2019 budget for represented employees based on these changes is \$14,590 including FICA and retirement.
- Allowable levy increase: The levy limit law allows for an increase in the **operating** levy for new growth only. The City's maximum operating levy increase will be 2.18% or \$30,983.

In 2018, non-represented employees received a \$0.43 raise as opposed to a percentage increase. A \$0.43 / hour increase resulted in a range of pay increases from 1.1% to 3.7%. A percentage wage increase provides a greater increase to higher wage employees. A flat wage increase provides the same actual increase to all employees. The Committee should decide if the across the board increase will be a percentage or a flat rate. Flat wage increases were given for the last 3 years while percentage increases were customary before that.

Every 1% increase in wages "across the board" for all levy supported staff, (including the police chief, and lieutenants, but excluding library staff and the police union officers) results in a \$10,147 increase to the budget for wages and wage related increases (retirement and FICA). A 1% increase in the library wages equates to \$1,800.

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**Chief Salary Range:** – The Police Commission is starting the process of hiring the next Police Chief. The Personnel Committee should establish a wage range for the position for the job advertisement. The best data readily available comes from the 2015 Evansville study. Assuming an increase of 2% each year (referred to as modified below), the wage ranges for the Police Chief from the Evansville study are as follows: For the cities in the survey that established wages ranges, the median range was \$75,770 - \$96,430. The range of actual wages of chiefs in that survey was \$71,725 - \$76,943. The 2018 wages of management staff in Edgerton is as follows:

	Annual	Hourly
Chief of Police	\$73,819.88	\$35.49
Lieutenant of Police (After 3 years)		\$29.58
Library Director	\$50,394.40	
Public Works Director	\$72,847.51	
Utility Director	\$76,390.02	
Clerk-Treasurer	\$63,448.45	
Administrator	\$86,638.28	

