

**SEPTEMBER 22, 2022 PERSONNEL COMMITTEE MEETING MINUTES
CITY OF EDGERTON**

Chairperson Candy Davis called the meeting to order at 4:01 p.m.

Present: Jim Burdick and Candy Davis

Excused: Sarah Braun

Others Present: City Administrator Ramona Flanigan, Municipal Services Director Howard Moser, Library Director Kirsten Almo, and Police Chief Robert Kowalski.

ELECT CHAIR: A Burdick/Davis nomination to elect Candy Davis to committee chair passed on a 2/0 roll call vote.

MINUTES: A Jim Burdick/Candy Davis motion to approve the April 14, 2022 Personnel Committee meeting minutes passed on a 2/0 roll call vote.

DISCUSS AND CONSIDER HEALTH INSURANCE FOR 2023: Health insurance is increasing in 2023. Employee Trust Funds rules prohibit cities from paying for more than 88% of the average premium. This rule didn't impact our premiums until this year. This will result in non-represented employees paying 7.6% of the lowest cost premium instead of 7% that is dictated in the personnel policy.

The estimated increase to the city for health insurance is \$44,471.17. However, \$36,369 is a one-time cost for retired employees who converted their sick leave to health insurance. The 2024 budget will not include these costs.

A Burdick/Davis motion to continue the current city's health insurance for 2023 passed on a 2/0 roll call vote.

DISCUSS AND CONSIDER DENTAL INSURANCE FOR 2023: Currently the City has dental insurance through Delta Dental. In 2023 there will be a 2% increase in premiums. The city currently pays 100% of the premium.

A Davis/Burdick motion to maintain the dental insurance for 2023 passed on a 2/0 roll call vote.

DISCUSS AND CONSIDER ACROSS THE BOARD WAGE ADJUSTMENTS FOR 2023: The personnel policy states that the across the board increases is based on: COLA increases; increases given to represented employees; and the financial position of the City. COLA is estimated to be 8-10% and the consumer price index is 7.7%. Represented employees will receive the higher of either a 2% wage increase or the increase given to non-represented employees in 2023.

The maximum operating levy increase will be \$15,734 if the Fire District's budget complies with the CPI+2%. Last year, non-represented employees received a cost-of-living wage increase of 2%, the city implemented the tenure pay, and increased wage schedule. Every 1% increase in wages for all non-represented employees results in an \$11,840 increase to the budget. The money set aside for tenure pay in

2022 was \$61,922 and, based on estimated wage adjustments and current staffing, there is \$42,600 available from these funds.

A Davis/Burdick motion to recommend a 4% across the board wage increase for 2023 to Council passed on a 2/0 roll call vote.

CONSIDER DPW WORKING FORMAN POSITION:

A Davis/Burdick motion to move forward with filling the vacant DPW working foreman position passed on a 2/0 roll call vote.

CONSIDER STEP INCREASE THRESHOLD POLICY: The current policy related to when wage step increases are reached is based on 2,080 hours worked by an employee before advancing to the next wage step.

This is a disadvantage to part time employees who have similar job responsibilities when compared to employees that are full-time. This is especially evident with library employees who work on a very part-time basis. A change to this policy would impact all library staff and five other non-library employees.

Library Director Kirsten Almo stated that the new wage scale has made library employees' wages to be more competitive with other libraries but now most of the staff will be moving through the scale very slowly due to not being full-time. Almo stated that the cost increase if the policy was changed to have employees receive an increase on their one-year anniversary would be approximately \$6,000 a year. The library has cut back on the number of full-time equivalent employees which will help off set the additional cost if the policy was to change.

A Burdick/Davis motion to have step wage increases be the earlier of either every 2080 hours or 24 months from the last step increase passed on a 2/0 roll call vote.

Being no other business before the Committee, a Candy Davis/Jim Burdick motion to adjourn passed, all voted in favor.

Ramona Flanigan/Ino
City Administrator