



**JULY 16, 2020 PERSONNEL COMMITTEE MEETING MINUTES  
CITY OF EDGERTON**

Candy Davis called the meeting to order at 6:00 p.m.

Present: Jim Burdick, Candy Davis and Sarah Braun

Others Present: City Administrator Ramona Flanigan, Mayor Christopher Lund, Municipal Services Director Howard Moser

**ELECT CHAIR:** A Burdick/Braun motion to nominate Candy Davis as Chairperson passed on a 3/0 roll call vote.

Flanigan confirmed the meeting notice was properly posted on Friday, July 10, 2020. Agendas were posted at Edgerton Post Office, Edgerton Public Library and City Hall.

**APPROVE MINUTES:** A Braun/Burdick motion to approve the November 18, 2019 Personnel Committee minutes passed. All voted in favor.

**CLOSED SESSION:** Burdick/Braun moved 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 or Exercises Responsibility". Discuss and consider Municipal Services Director's six month performance and wage. The motion passed on a 3/0 roll call vote.

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

Ramona Flanigan/wjl  
City Administrator

# Memo

**To:** Personnel Committee  
**From:** Staff  
**Date:** 9/24/2020  
**Re:** September 28, 2020 Meeting

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**WPPA Union employees:** The WPPA has a contract with the City for 2021. The total increase in costs of wages, wage related costs, and benefits for WPPA union members for 2021 are \$5,893. These costs are not included in the analysis below.

**Retirement:** The City's portion of the 2021 retirement costs will remain the same for general employees and increase by .1% for sworn officers. The City's increase costs for retirement in next year's tax levy, based on 2020 wages (and not including WPPA members), is estimated to be \$225. (If wages increase for 2021 so will the cost of retirement.)

The employees' portion of the 2021 retirement costs will remain the same for all employees.

**Health Insurance for 2021:** The City is currently enrolled in the state health insurance (ETF) low deductible plan.

Current health insurance coverage: ETF health insurance will increase by 6.5% in 2021. 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 2021, this premium contribution equates to 7.1% of the total premium for non-represented.

If the City continues with the same payment arrangement with the deductible plan in 2021 and the same employee premium contribution, the City would see an estimated increase in levy supported (not including represented employees) costs for 2021 health insurance of approximately \$16,199 (if there were no staffing changes). There were however staffing changes: two employees have opted to take single instead of family coverage and there is one less library employee taking health insurance. These changes result in an overall health insurance **budget decrease** of \$18,285. Keep in mind, the three employees may apply for health insurance during the year if there is a change to their current insurance coverage.

**Dental Insurance for 2021:** The City has its dental insurance through Delta Dental. There will be no change in premiums from 2020 to 2021.

**2021 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 1.1-1.2%.
- Represented employees: will receive a 2.5% wages increase as follows: 1% in January, 1% in July and 0.5% on December 31. The impact on the 2021 budget is therefore a 1.5% wage increase but with a 2.5% lift starting in 2022.
- 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 0.64% or \$17,304.

In 2020, non-represented employees received a two percentage (2%) increase. In 2019, non-represented employees received a three percentage (3%) increase. In 2018, non-represented employees received 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 actual take-home 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.

Every 1% increase in wages "across the board" for all levy supported staff, (excluding WPPA members) results in a \$13,970 increase to the budget for wages and wage related increases (retirement and FICA).