

**CITY OF EDGERTON
CITY HALL
12 ALBION STREET
PERSONNEL COMMITTEE**

Tuesday, September 26, 2017 at 5:00 p.m.

1. Call to Order; Roll Call.
2. Confirmation of Meeting Notice posted Friday, September 22, 2017.
3. Approval of September 11, 2017 Personnel Committee Meeting Minutes.
4. Discuss and Consider Health Insurance for 2018.
5. Discuss and Consider Dental Insurance for 2018.
6. Discuss and Consider Wages for 2018.
7. Discuss Future Agenda Items.
8. 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.
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

Notice is hereby given that a majority of the Common Council is expected to be present at the above scheduled noticed meeting to gather information about a subject over which they have decision making responsibility. The only action to be taken at this meeting will be action by the Personnel Committee."

**SEPTEMBER 11, 2017 PERSONNEL COMMITTEE MEETING MINUTES
CITY OF EDGERTON**

Chairperson Davis called the meeting to order at 6:15 p.m.

Present: Candy Davis and Mark Wellnitz.

Excused: Jonathon Frey

Others Present: City Administrator Ramona Flanigan, Public Works Director Tom Hartzell. Police Chief Tom Klubertanz and Alderperson Matt McIntyre.

Flanigan confirmed the meeting agenda was properly noticed on Friday, September 8, 2017 at the Post Office, Edgerton Library, City Hall and the website.

APPROVAL OF MINUTES:

A Wellnitz/Davis motion to approve the August 28, 2017 Personnel Committee meeting minutes passed, all voted in favor.

CONSIDER 2018 SWIM LESSON WAGES:

The swim lesson teachers that give private lessons currently receive an additional wage of \$4 per lesson. Anne Gohlke is requesting an increase for that wage to \$5 per lesson.

A Wellnitz/Davis motion to approve an increase for swim lesson wages by \$1 per lesson passed on a 2/0 roll call vote.

CONSIDER 2018 DPW PART TIME WAGES:

Tom stated that we are having a hard time getting applicants to apply for part time positions. He feels that it has to do with the wage being offered. Currently the city pays \$7.25 per hour with a \$.25 raise if they return. A survey was done from other communities and the wage range was from \$9.73-\$12.25. Ramona stated that for every \$1 wage increase there would be an increase of \$3,800 to the budget.

Davis/Wellnitz motion to increase DPW part time wages by \$2.00 per hour passed on a 2/0 roll call vote

DISCUSS INSURANCE AND WAGES FOR 2018:

The numbers were not available at the time of the meeting so the Committee decided to postpone the discussion until the next meeting.

CLOSED SESSION:

A Wellnitz/Davis 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 Management Staff Evaluations and Discuss and Consider WPPA Negotiations.

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

Ramona Flanigan/wjl
City Administrator

Memo

To: Personnel Committee
From: Staff
Date: 9/21/2017
Re: September 26, 2017 Meeting

Retirement: The City's portion of the 2018 retirement costs will decrease by 0.1% for General Employees and increase by .13% for sworn officers. The City's increase for retirement in next year's tax levy, based on 2017 wages, is estimated to be \$625. (If wages increase for 2018 so will the cost of retirement.)

The employees' portion of the 2018 retirement costs will decrease for all employees. The .1% decrease equates to an increase of approximately \$48 in take home pay per year per employee.

Health Insurance for 2018: The City is currently enrolled in the state health insurance (ETF) low deductible plan.

Current health insurance coverage: ETF health insurance will increase by 4.5% in 2018. Currently employees pay the annual deductible of up to \$500/single and \$1,000/family and annual premiums of \$480/single and \$900/family. 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 at its current rate of \$480/\$900. For 2018, this premium contribution is 4.6% of the total premium. In 2016 employees became responsible to pay the deductible of \$500/\$1000. There were no changes to employee contributions in 2017.

If the City continues with the same payment arrangement with the deductible plan in 2018 and the same employee premium contribution, the City's estimated increase in levy supported costs for 2018 health insurance will be approximately \$27,462. Below are some alternatives for health insurance contributions. The chart indicates the cost for employees as well as the increase to the budget.

2018 Health Insurance Alternatives

Employee Contribution					
Lowest family plan (26 employees)		\$45/\$75	5%	7.50%	10%
Monthly	\$1,632.52	\$75.00	\$81.63	\$122.44	\$163.25
Annual	\$19,590.24	\$900.00	\$979.51	\$1,469.27	\$1,959.02
Lowest Single Plan (5 employees)					
Monthly	\$663.30	\$45.00	\$33.17	\$49.75	\$66.33
Annual	\$7,959.60	\$540.00	\$397.98	\$596.97	\$795.96
Increase in total City costs for 2018					
2018 Levy Cost		\$426,053.59	\$425,557.38	\$414,648.77	\$403,740.16
2017 Levy Cost		\$398,592.08	\$398,592.08	\$398,592.08	\$398,592.08
Difference		\$27,461.51	\$26,965.29	\$16,056.69	\$5,148.08

Dental Insurance for 2018: The City has its dental insurance through Delta Dental. There will be no change in premiums from 2017 to 2018.

2018 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 2.2%.
- Represented employees: The only represented employees in the City are the police union employees. Their 2018 contract is under negotiation.
- 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 1.61% or \$30,265.

In 2017, 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.

Every 1% increase in wages "across the board" for all levy supported staff, (including the police chief, lieutenants, library staff and police union officers) results in a \$15,426 increase to the budget for wages and wage related increases (retirement and FICA).