

Human Resources Committee
June 21, 2018

The **Human Resources Committee** met Thursday, June 21, 2018, at 5:15 p.m. in the Conference Room at City Hall. Present were Committee Members Kathy Wilcox, Susanne Galbraith, Jeff Erlenbusch and John Uden. Also present were Public Works Director Scott Gray, City Clerk Lorrie Pearce, Accounting/Payroll Clerk Ally Capps, and Deputy City Clerk/HR Officer /Committee Recorder Linda Wilkins.

Committee Chairperson Kathy Wilcox called the meeting to order.

1. Request of Citizens

None

2. Committee Member Comments

None

3. Unfinished Business

None

4. New Business

A. Review and Recommendation: Wage Increase requests for FY 2018-2019

Chairperson Wilcox stated there were four wage increase requests to be considered. Material for reference was in the packet of information included with the agenda and the wage survey that was completed last year. The committee started with the wage increase for the General Office Clerk which should have been the Accounting/Payroll Clerk position. Chairperson Wilcox developed a form to review the criteria for those requesting a wage increase. Committee Member Galbraith commented that the criteria that should be used to give an increase should be the wage study and considering any of the other information, i.e. the evaluation, would cause trouble for the City. Chairperson Wilcox agreed. Committee Member Erlenbusch questioned if the monthly base pay was being used to make these decisions at this time. Chairperson Wilcox commented yes. Committee Member Uden commented that a cost of living increase had been calculated by the federal government this year and thought that anybody who works for the City should be entitled to a cost of living increase, and if they have done exceptional work that should also be considered. Committee Member Galbraith stated that employees are expected to do their job. She also stated that currently the City is \$700k in the whole, where will the money come from we need to stick to the survey. Committee Member Uden stated this committee is only recommending that they deserve an increase. Committee Member Galbraith reiterated that this is a money thing and we need to be consistent and follow the wage survey. Committee Member Erlenbusch commented that every year when the school needs money everyone ponies up. He likes his city services and all four positions are valuable to the operations of the City. The City should retain good workers and continue to be a good place to work and make a living. He agreed with the Mayor's recommendation of 4 percent. It is up to the HR and Finance Committees to make the recommendation. Director Gray stated the Mayor gave all employees the opportunity to request a raise. He stated we come into this situation every year and the City is always three figures down. Committee Member Galbraith said that last year the money had to come out of reserves. Clerk Pearce was a little confused it was her understand that the wage committee spent many months working on the wage survey to set wages now and in the future. She thought picking and choosing who wants a wage increase was detrimental to the City.

***Chairperson Wilcox moved to approve an increase, seconded by Committee Member Erlenbusch.*

Committee members discussed the wage increase and came to no consensus.

Chairperson Wilcox withdrew the motion.

***Committee Member Uden moved to recommend a 5% across the board increase, seconded by Committee Member Erlenbusch. On roll call vote, the motion failed 2-2.*

***Chairperson Wilcox moved to address each request on a case by case basis and find the average between the high and low and no wages will be taken away, seconded by Committee Member Galbraith. On roll call vote the motion passed 4-0.*

***Committee Member Galbraith made a motion to recommend no increase to the base wage of the Accounting/Payroll Clerk. No second.*

***Chairperson Wilcox made a motion to recommend tabling the wage increase request for the Accounting/Payroll Clerk, seconded by Committee Member Uden. Motion passed by unanimous consent 4-0.*

***Chairperson Wilcox recommended tabling all wage increase requests, seconded by Committee Member Uden. Motion passed by unanimous consent 4-0.*


5. Next Meeting
Not considered.

6. Adjournment

***Committee Member Erlenbusch moved to adjourn, seconded by Committee Member Wilcox. The motion passed unanimously 4-0.*

The meeting was adjourned at 6:02 p.m.

Respectfully submitted,



Chairperson Kathy Wilcox



Recorder Linda Wilkins