

City of Sheboygan
2016-10-10

AEDRAE6CDFA1

CITY OF SHEBOYGAN

SALARIES AND GRIEVANCES COMMITTEE

OCTOBER 10, 2016

Chair Mary Lynne Donohue called the meeting to order at 4: 30 p.m.

The Pledge of Allegiance followed.

COMMITTEE MEMBERS PRESENT:

Chair Mary Lynne Donohue, Alderpersons: Scott Lewandoske, Andrew Schneider,
Todd Wolf

COMMITTEE MEMBER EXCUSED:

Vice-Chair Joe Heidemann

STAFF/OFFICIALS PRESENT:

City Administrator Darrell Hofland, Director of Public Works David Biebel,
Director of Planning and Development Chad Pelishek, Assistant City Attorney Rose
Simon-Silva, Mead Library Business Manager Debra De Amico

MINUTES Motion by Alderperson Wolf, seconded by Alderperson Schneider to approve
the minutes of September 26, 2016. Motion carried.

ITEMS FOR DISCUSSION & POSSIBLE ACTION

3.1 Res. No. 114 - 16 - 17 - October 3, 2016 - Doc.

8.5: A Resolution by Alderperson Donohue adopting the 2017 City of Sheboygan
Compensation Program for Non-Represented Employees.

Sandy Rohrick provided an overview of the market relating to salary grade
adjustments which demonstrated that the City of Sheboygan needs to increase the
pay scale in order to keep current with the market trend. Primary points

discussed: For 2017, a two percent lift is recommended. In addition, it was recommended that the City modify the scale yearly in an effort to stay current with the market. Adjustments are predicted and will be based on market trend and/or Consumer Price Index. Annual performance reviews will shift from anniversary dates to a January 1 effective date. During this transitional year, those whose reviews are due October - December, 2016, will have one review. Any merit award issued for the prior 12 months will be following the 2016 guideline and issued based on the employee's anniversary. In addition, the identified merit increase will also apply on a prospective basis and issued on January 1, 2017. With the adjustment in the scale, this year and the future, the concept of issuing merit increases for those at or above the top pay for their scale was discussed. It was decided that lump sum ("bonus") increases will no longer be issued effective January 1, 2017. Employees should not be paid more than the top pay for the pay scale. Labor Grade " 0 " has been added as the Mead Public Library may be moving towards incorporating the City's pay scale. Introduction of a Seasonal Skilled category for seasonal employees interested in performing temporary work in skilled positions, such as snow plowing. If need exists, skilled seasonal employees may be eligible for as much as \$20 per hour. No additional benefits exist in this category. For 2018, a new program was recommended for the labor workforce with the Department of Public Works, which introduced a combination of step-increases (based on performance/merit) and merit increase only for those at or over the control point of the position they hold. Sandy Rohrick mentioned an additional modification. On the bottom of page 12, the effective year should be 2017, not 2018 that was previously listed.

Motion by Alderperson Wolf, seconded by Alderperson Lewandoske to amend the Non-Represented Compensation Program to reflect the changes listed above. Motion carried.

Motion by Alderperson Wolf, seconded by Alderperson Schneider to recommend the Common Council approve the Resolution and the attached amended Non-Represented Compensation Program for Non-Represented Employees. Motion carried.

3.2 DIRECT REFERRAL - Res. No. 115 - 16 - 17 by Alderperson Donohue related to establishing and maintaining a voluntary term life policy beginning January 1, 2017.

Motion by Alderperson Wolf, seconded by Alderperson Schneider to recommend the Common Council approve Res. 115 - 16 - 17 as presented. Motion carried.

3.3 DIRECT REFERRAL - Gen. Ord. No. 23 - 16 - 17 by Alderperson Donohue amending the supplement to Section 82 - 33 of the Sheboygan Municipal Code so as to amend the positions in the Engineering Division and the Buildings and Grounds Division in the Department of Public Works Table of Organization.

Alderperson Lewandoske noted that he was going to support this modification because one position was added and another position was removed.

Motion by Alderperson Wolf, seconded by Alderperson Schneider to recommend the Common Council approve G.O. 23 - 16 - 17. Motion carried.

ADJOURN Motion by Alderperson Wolf, seconded by Alderperson Schneider to adjourn at 5: 45 p.m. Motion carried.