CITY OF MONTELLO

PERSONNEL COMMITTEE MEETING MINUTES

SEPTEMBER 12, 2019

Meeting called to order at 6 PM

Members present: Gary Doudna, Jim Houdek, Venise Mugler, Ken Streich, Barb Jordan

NEW BUSINESS:

1. DISCUSS, WITH POSSIBLE ACTION: 2020 EMPLOYEE WAGES.
* Mayor brought up moving Marie Puterbaugh to full time. Impact on General Fund would be $22,481-$25,000, depending on hourly rate increase.
* Mayor stated that David Brunk, current year round, part-time Public Works worker is currently making $15.00 per hour and pointed out that a current Part-time, seasonal Park employee is making $17.00. Mayor Doudna feels that Brunk should be bumped to $17.00 per hour effective with the 2020 budget. (Impact on general fund budget would be $3600). Kohnke stated that he feels, too that Brunk should receive sick leave and vacation time as another part time employee receives these benefits)
* Houdek asked about the Health insurance increase for 2020. That information was not yet available as of this meeting.
* Mugler asked if employees had short or long term disability insurance. Employees do not. Calnin explained that a few years ago it was approved that there was no cap on sick leave accumulation to make up for no short term or long term disability. Employees may opt to participate in AFLAC at 100% paid by the employee. (Employees are only paid out for 50% of accumulated sick leave upon retirement).
* Houdek asked how the department budgets were looking for 2020. The Mayor stated that some departments were down and others remain the same. Calnin pointed out some of the tentative budget increases and decreases.
* Mugler stated that she feels the City needs to keep the current employees as they are doing a good job and deserve a 3% raise.
* Mayor feels that employees should at least be given cost of living raise (2018 cost of living was 2.8%)
* Jordan stated that the Madison School District gave 2.1%.

MOTIONS:

1. Motion by Jordan/Houdek to move David Brunk to $17.00 per hour effective 1-1-20. Motion carried.
2. Motion by Jordan to give employees 2% raise. Motion failed as there was not a second to this motion.
3. Motion by Houdek/Streich to give full time employees a 3% raise effective 1-1-20. Motion carried.
4. Motion by Jordan/Mugler to allow David Brunk to accumulate sick leave, vacation time and holiday pay. Motion carried.
5. Motion by Mugler/Jordan to approve a 3% increase for John Thill, part-time Park employee. Motion carried.
6. PERSONNEL CHANGES:
* Mayor stated that Dawn Calnin has requested for Marie Puterbaugh to go from part-time to full-time employment.

Calnin stated the following reasons for the request:

1. Feels it’s very important to cross-train and have back up.
2. Many added duties/changes have happened as the year’s progress. Being full time would not only help the Clerk/Treasurer it would help the Public Works Dept. / Sewer and Water Dept. City Hall and the public in general.

Motion by Jordan/Mugler to move Marie Puterbaugh from part-time to full-time effective 1-1-20.

Motion by Jordan/Mugler to adjourn. Motion carried at 6:37 pm.

Minutes by Dawn Calnin