CITY OF MONTELLO

PERSONNEL COMMITTEE MEETING

MONTELLO CITY HALL

WEDNESDAY, SEPT. 7, 2016

6:00

1. Called to order at 6:00 pm
2. Present: Gary Doudna, Jim Houdek, Barb Jordan, Venise Mugler, Ken Streich
3. Motion by Jordan/Mugler to approve agenda as presented. Motion carried.
4. OLD BUSINESS:
5. Discussion and Possible Action on employee wages for 2017 budget.
	* Employee wages were discussed at last meeting.
	* New wage requirements law was handed out & discussed.
		+ If a salaried employee earns less than $47,476 and works more than 40 hours per week, the employee would get paid overtime for anything over 40 hours.
		+ Mike Kohnke, Dawn Calnin and Rick Olson are salaried employees. Kohnke makes less than $47,476. Does not apply to Calnin & Olson.
		+ Easiest thing is to raise Kohnke’s salary for December 2016, then all of 2017.
		+ Move Kohnke salary to $913 for month of December per week per law in effect.
	* Personnel minutes approved at 9-6-16 Council meeting stated performance based raised.
		+ Some discussion on cost of living, performance based, and private vs public sector.
			- Mugler stated should be based on performance – not everyone deserves same, maybe employees would do better.
		+ Discussion on evaluations. Streich stated hard to evaluate when don’t work with them every day, but has no complaints about Mike – always keeps him informed and doing great job.
		+ Discussion on percentage raise without looking at evaluations. Mayor stated employees are not doing a poor job. Mugler stated 3% is nothing for employees.
		+ Discussed more hours for Park employees:
			- John – 800 hours
			- Dennis – 800 hours (400 Park, 400 Public Works)
			- Both stated they didn’t want more than 800 hours.
			- Discussion on Park inspections. Extra hours would allow for inspections and clean up.
			- Discussion on current hourly pay John - $10.50, Dennis $10.00. Mugler stated John does good job. Mike Kohnke stated Dennis is excellent worker.
* Discussed increase PT Park employee wages, hire another LTE employee, come up with employee estimates then look up evaluations, determine raised for Finance meeting on 9-27.
	+ Streich stated PW still paid low compared to others in area.
* Discussed health insurance increase & budget. (health ins. Increase very minimal for 2017)
* Discussed longevity
* Discussed 5% and 3% salary increase
* Motion by Streich/Mugler to recommend 0-5% raise based upon review of evaluations. Motion carried.
* Mugler suggested opening all evaluations to review.
* Next Personnel meeting Tues. September 20th 6:00 pm
	+ Request department heads to be available via phone in case of any questions.
* Jordan would like copies of all evaluations for discussion purposes.

Mayor will have copies for committee.

1. Motion by Jordan/Mugler to go to closed session under state 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”. Roll Call Vote.
* Doudna: yes, Houdek: yes, Mugler: yes, Jordan: yes, Streich: yes. Motion carried at 6:50 pm
1. Motion by Jordan/Streich to return to open session under section 19.85(2) Motion carried at 7:02 pm

Motion by Houdek/Mugler to adjourn. Motion carried at 7:03 pm.

Minutes by Dawn Calnin for Gary Doudna