



STAFF REPORT

DATE: June 19, 2018

CONSENT

ITEM #: 6

AGENDA ITEM: 2018 Staff Wage Adjustments

TO: Mayor and City Council

SUBMITTED BY: Kristina Handt, City Administrator

BACKGROUND:

Last year, the City Council adopted a Compensation Policy after review by the Human Resources Committee and gathering of data from Tessia Melvin at David Drown and Associates. Last July, most employees were placed into the next closest step in the step and grade system. In December, Council updated the step and grade plan to keep up with changes in other communities.

ISSUE BEFORE COUNCIL:

Should the proposed wages be effective June 30, 2018?

PROPOSAL:

The following wage adjustments are recommended effective with the pay period beginning June 30, 2018 for those paid bi weekly.

Employee	Current	Proposed	Frequency
Emily Becker	\$3,092.80	\$3,192.80	bi-weekly
Mike Bent	\$3,365.60	\$3,432.91	bi-weekly
Jake Foster	\$2,231.20	\$2,303.20	bi-weekly
Julie Johnson	\$2,469.60	\$2,591.20	bi-weekly
Amy LaBelle	\$27.75	\$29.21	hourly
Toni Liljedahl	\$31.75	\$33.29	hourly
Greg Malmquist	\$3,208.00	\$3,392.00	bi-weekly
Tanya Nuss	\$21.06	\$22.17	hourly
Ben Prchal	\$27.89	\$28.79	hourly
Nick Witter	\$21.75	\$22.93	hourly
Rob Weldon	\$3,398.40	\$3,596.00	bi-weekly
Joan Ziertman	\$22.41	\$23.55	hourly

In addition to our regular full and part time staff, the City has also considered adjustments to the paid on call pay structure for the fire department. Attached is a list of the different pay types and proposed rates effective in July. The proposal represents a 2% increase. Since the substitute firefighter and part time pay are new to the city (less than a year), no changes are proposed at this time.

FISCAL IMPACT:

The estimated fiscal impact for the remainder of 2018 is about \$21,000. This includes wages, taxes and benefits.

OPTIONS:

- 1) Approve the wage adjustments as presented
- 2) Approve the wage adjustments with a different effective date
- 3) Approve different wage adjustments
- 4) Do not approve any wage adjustments

RECOMMENDATION:

If removed from the consent agenda:

Motion to approve the 2018 staff wage adjustments as presented.

ATTACHMENTS:

- Paid on Call Firefighter Pay Plan

FIRE DEPT RATES OF PAY

- **CALL PAY = \$13.33/hr**
 - Certified EMT's shall receive an additional \$1.15 per hour.
 - ⊖ Certified ENGINEERS shall receive an additional \$1.15 per hour.
 - ⊖ Officers shall receive an additional \$1.15 per hour.

- **TRAINING and MEETING PAY = \$12.17/hr.**
 - Probationary Incentive Pay = \$573.78

- **OFFICERS PAY =**
 - ASSISTANT CHIEF (1) - \$2444.77/year
 - CAPTAINS (4) - \$1631.34/year
 - LIEUTENANTS (2) - \$815.67/year

- **DUTY CREW/STANDBY PAY - \$2.28 per hour.**

	<u>BASED ON YEAREND PERCENTAGE TOTALS</u>	
YEAR END INCENTIVE PAY	26% - Less than 31% = \$460.04	51% - Less than 61% = \$660.42
	31% - Less than 41% = \$516.42	61% - Less than 71% = \$745.93
	41% - Less than 51% = \$603.03	71% & ABOVE = \$860.69

- **Part Time Shifts = \$17/hr**
- **Substitute Firefighter = \$17/hr**

PAY RATES EFFECTIVE JULY 1, 2018