

CITY OF LONG GROVE
Committee of the Whole
Budget, Investment, Handbook, Insurance Work Session
Minutes
February 7th 2019

The meeting was called to order by Mayor Limberg at 6:00p.m.

PRESENT: Andy Cook, Jon Drumm, Nancy Herrin, Brandon Cronise & Cindy Blinkinsop

Also present: Tony Saladino (Public Works), and Rosina Guyer(Clerk)

Herrin motioned to approve agenda, seconded by Cook, all ayes, motion carries.

Clerk provided an update to the Council clarifying that the Resolution had been updated to include the Mayor as a backup individual, who would be authorized to make investments in the absence of the Clerk. The Clerk stated that she had contacted multiple CPA firms and with CPA recommendation from a qualified municipal firm, contacted Bohnsack & Frommelt who stated they would be able to review the investment policy and related procedures at the rate of \$125 per hour and estimated approximately 2-3 hours of review. Cook made the recommendation to utilize the firm for investment oversight review.

Blinkinsop stated that she had reviewed the handbook in full and had recommendations to make. She stated she would be meeting with the Clerk to go over her recommendations and made the recommendation to utilize the Paul Gruefe to review the HR policies, meet with and provide the City with recommendations at the proposed cost \$2,800.

The Council began discussion on employee insurance. The Council reviewed the two full time employees current situation, discussed how the current stipend came into effect, and what they wanted insurance to look like moving forward. The Council discussed the importance of separating wages from insurance and offering an attractive plan to future employees. From discussion, the recommendation was made to offer the following plans:

Delta Dental of Iowa, Option 1

Delta Vision Insight Network

Wellmark Silver Traditional HMO Comp Blue 4000

Wellmark Gold HSA HMO

The Council made the recommendation to offer full-time employees health, dental, and vision coverage for employees and their families up to a maximum total City contribution to the cost of the deductible in the amount of \$1,200 per month.

The Council also discussed employee wages. The recommendation was made to provide Tony with the title of Public Works Director. The following wage recommendations were made:

- Tony Saladino, Public Works, LG3, Step 13, \$32.22 per hour
- Rosina Boddicker, Clerk/Treasurer, LG 2, Step 4, \$26.24 per hour
- Jed Nagle, Parks, LG 1 PT, Step 11, \$20.19 per hour
- Pam Petersen, Deputy Clerk, LG 5 PT, Step 5, \$16.20 per hour
- Giles Looney, LG 4, Building Code Inspector, \$30.00 per hour
- Mark Abdon, Seasonal, \$18.00 per hour
- Marvin Henningsen, Seasonal, \$18.00 per hour

- Kent Pennel, Seasonal, \$18.00 per hour

The Council recognized the loss in wages for the Clerk and Public Works Director due to removing the stipend and the increased responsibilities for all employees.

The Clerk provide the Council with payroll estimate and comparison and explained with these proposed wages and the insurance the additional cost to the City, in comparison to what is currently provided, would be approximately \$6,400 annually split between funds. The Clerk showed the Council that with the deduction of one full time staff in the payroll, the City's current payroll, including insurance, would be under what it was back in 2015. The Clerk explained that the payroll changes would not change the overall budget. The addition to payroll would be balanced with other expenditures.

The Council expressed concern over the wage scale including the caps that would occur with the new wage adjustments. The Council made the recommendation to hold off on future wage scale increases until there was recommendation and input provided by Paul Gruefe.

The Council discussed the continuation of the City's current payroll with only two full time employees. Tony Saladino stated he was satisfied with the current situation and had no intention of hiring additional help outside of the already approved seasonal part time assistance.

The Council asked for Attorney approval for the wage and insurance changes prior to Tuesday.

The Clerk stated she would provide the Council with an updated budget to reflect the recommended wage and insurance revisions by Tuesday for Council approval.

Cook motioned to adjourn, Drumm seconded, all ayes, motion carries.

Submitted by:

Rosina Guyer
City Clerk/Treasurer