

FINANCE, BUDGET AND PERSONNEL COMMITTEE
MINUTES OF SEPTEMBER 7, 2004

Meeting called to order by Chairman Bennington at 5:30 p.m., in the Executive Conference Room, City Hall Plaza.

PRESENT: Jerry Bennington, Sr., Brad Parks, Edward Beaudry, Jr. and Russ Stauber

ABSENT: Ray Gougeon

ALSO PRESENT: City Administrator Brehm and City Personnel (Keith Strey, Brenda Hanson, Lara Baehr, Lori Belongia and Deb Hall).

FBP04-114 Motion by Parks, second by Stauber to approve the bills in the amount of \$264,206.21 as recommended by the Finance Director. All Ayes

Motion carried

FBP04-115 Motion by Stauber, second by Parks to accept and place on file the Monthly Position Control Status Report as of August 31, 2004. All Ayes

Motion carried

FBP04-116 Motion by Parks, second by Beaudry to approve the Memorandum of Agreement with the Clerical/Technical Union allowing employees to deposit \$260 per year into the PEHP account. All Ayes

Motion carried

Discussion was held on the development of a merit plan. The merit plan would be for non-represented employees for advancement from midpoint to maximum. Comments that were made:

- Where will the money come from? If budgeted, should there be a separate account set up or should the money be budgeted within each department's budget?
- Review process. Should a committee review the performance appraisals or should it be left to the supervisors and directors?
- Should the merit pay review be tied to the employee's anniversary date or should there be a separate time period?
- Should there also be an incentive program? (ex.: If an employee implements a new idea to streamline the way things work, they could get a one-time incentive pay)

FBP04-117 Motion by Stauber, second by Parks to direct staff to come back with a recommended merit plan, which allows employees with above average performance to work towards the maximum salary range. All Ayes

Motion carried

Motion by Beaudry, second by Stauber to adjourn at 6:27 p.m.

Motion carried

Deb M. Hall
City Clerk