

VILLAGE OF GRAFTON

FINANCE COMMITTEE MEETING MINUTES

TUESDAY, JUNE 3, 2013

Chair Jim Brunnquell called the Finance Committee meeting to order at 5:30 p.m.

Committee members present: Village President Jim Brunnquell, Trustee Jim Grant, Trustee Richard Rieck and Trustee Susan Meinecke

Staff present: Village Administrator Darrell Hofland, Director of Administrative Services Paul Styduhar, Library Director John Hanson, Director of Parks and Recreation Department John Safstrom, Director of Public Works/Village Engineer Dave Murphy, Fire and Police Commissioner Chair Robert Poull, Public Works Superintendent Gary Helm, Public Works Administrative Assistant I Melissa Depies, additional Public Works employees, and Village Clerk Kelly Popp

Other Officials present: Trustee Lisa Harbeck (arrival at 5:48 p.m.)

HEAR PERSONS REQUESTING TO BE HEARD

None

5-YEAR CAPITAL IMPROVEMENT PROGRAM

Village Administrator Darrell Hofland gave background regarding the 5-Year Capital Improvement Program for 2014-2018.

Trustee Meinecke affirmed there is not anything regarding the 5-year Capital Improvement Program for the Grafton Fire Department. Administrator Hofland stated that is correct; hopefully late this summer or early this fall, the 5-year Capital Improvement Program will be amended to include the Fire Department CIP. Both Trustee Grant and President Brunnquell directed Village Administrator Hofland that priority be placed on the Fire Department Capital Improvements to be prepared and ready by the new Fire Chief by August or September. Presentation to Finance Committee will be given at that time.

Motion by Trustee Grant, seconded by Trustee Rieck to recommend to the Village Board approval of the 2014 – 2018 Five Year Capital Improvement Program as presented. Approved unanimously.

LIBRARY ASSISTANT I AND LIBRARY ASSISTANT II: CHANGE IN PAY GRADE

Village Administrator Hofland acknowledged this is the third Finance Committee meeting regarding the discussion of Library Assistant I and II pay grades. At the last meeting, Mr. Hofland stated the Finance Committee did direct Library Director John Hansen to advise the Town of Grafton Board of the subject and solicit a recommendation for pay grade modifications to the positions.

Library Director John Hansen gave background. Mr. Hansen commented this would be a two level increase in Pay Grades for both the Library Assistant I and Library Assistant II positions. Both the internal and external pay grade comparisons were focused on. Library Hansen distributed documents with comparisons. The in-depth job study breaks it down into different components, with an overall summary. The Town Board did support two pay grade raises for both positions of the Library Assistants. President Brunnquell stated he also spoke to Town Chair Lester Bartel, Jr. Chair Bartel did agree with the 1 to 2 pay grade increase. President Brunnquell stated the Village always tries to position themselves in the middle of the pay comparables of the Classification Structure for its employees.

Motion by Trustee Grant, seconded by Trustee Meinecke to recommend the Village Board approve an adjustment from Pay Grade 5 to Pay Grade 7 for the Library Assistant I position. Approved 3-1 (Brunnquell-nay).

Motion by Trustee Meinecke, seconded by Trustee Rieck to recommend the Village Board approve an adjustment from Pay Grade 7 to Pay Grade 9 for the Library Assistant II position. Approved 3-1 (Brunnquell-nay).

OLD BUSINESS

2014 HEALTH INSURANCE

Village Administrator Darrell Hofland informed those present of the 2014 health insurance options for the Village of Grafton. Currently the Village is a member of the State of Wisconsin Health Insurance Program. Last year a Health Insurance Committee was formed and worked with Stellarus Benefit Solutions at no cost from Stellarus. The Village Board recommended to remain in the State Plan and to include coverage for retirees under the age of 65. Stellarus would work with the Village again for a fee of \$10,000. Village Administrator Hofland and Director of Administrative Services Styduhar did discuss the impact of the Affordable Care Act and were quoted \$7,500 by another consultant to work with the Village on potential health insurance changes. Robert Ryan and Associates, Inc. also met with staff and stated they are exclusively promoting WEA Trust. They are aware the Village employees currently are enrolled in WEA Trust as part of the State of Wisconsin Health Insurance Program. They suggested if they worked directly with WEA Trust, the Village may be able to attain a lower premium rate compared to the State Plan. This would depend on the health of the Village of Grafton group members. It was noted there will always be a last minute premium quotation by any health insurance company for 2014 coverage.

Administrator Hofland inquired on the Finance Committee's interest and requested direction with regard to the following options: 1) remain with the State of Wisconsin Health Insurance Program; 2) hire a consultant; or 3) work with Robert Ryan and Associates, Inc. to obtain a direct quote from WEA Trust.

President Brunnquell stated the free quote should be sought. Public Works Administrative Assistant Depies inquired whether the Village would compare coverage,

as well as premiums, thereby comparing apples to apples. She also inquired whether the Village would be including retirees. Administrator Hofland stated they would be including early retirees at a group rate. Trustee Grant affirmed that the Village needs to have someone who truly understands the health plans to make the best choice.

President Brunnquell stated it would be difficult make a move because a consultant would not have any more details regarding the changes from the Affordable Care Act due to an overall current lack of implementation dates due to the delay of exchanges. Trustee Rieck asked if keeping WEA Trust is the best option to continue at this point, rather than make a change. Trustee Meinecke questioned whether employees could be surveyed, considering any issues or their contentment with WEA Trust. Trustee Meinecke asked if there was still a Health Insurance Committee. Administrator Hofland stated it has disbanded for now; but the committee could be reinstated. Trustee Grant stated it would be beneficial for the committee to be reinstated to review health insurance.

Trustee Brunnquell directed Village Administrator Hofland to reinstate a Committee for health insurance research.

NEW BUSINESS

None

ADJOURN

Motion by Trustee Grant, seconded by Trustee Rieck to adjourn the Finance Committee meeting at 5:58 p.m. Approved unanimously.