

**MINUTES OF THE EXECUTIVE SESSION OF THE PERSONNEL
COMMITTEE MEETING OF THE CITY COUNCIL OF THE CITY OF
COLUMBIA, ILLINOIS HELD MONDAY, MARCH 8, 2010 IN THE COUNCIL
ROOM OF CITY HALL**

I. CALL TO ORDER

Chairman Niemietz called the Executive Session of the Personnel Committee Meeting of the City Council of the City of Columbia, Illinois to order at 8:12 p.m.

Upon Roll Call, the following members were:

Present: Chairman Niemietz and Aldermen Ebersohl, Stumpf and Roessler.

Absent: None.

Quorum Present.

Others Present: Mayor Hutchinson and Aldermen Agne, Row, Hejna and Oberfell.

Administrative Staff Present: City Administrator Al Hudzik, Chief of Police and Ambulance Director Joe Edwards, City Engineer Ron Williams, Accounting Manager Linda Sharp and Accounting/Clerical Assistant Sandy Garmer.

Guests Present: None.

II. EXECUTIVE SESSION

Chairman Niemietz stated the Executive Session was called to discuss collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees.

Chairman Niemietz called upon City Administrator Hudzik, who distributed the following worksheets to all in attendance: (1) a worksheet entitled "Administrative & Clerk's Office and Other Non-Union Employees – Proposed Salary Budget – May 4, 2009 – 0.00% Increase" (last updated 03/08/10) containing current salary information, as well as retirement and insurance benefits information, for various of the city's non-union employees; (2) a worksheet entitled "City of Columbia, Illinois – Salary Cost Allocation" (last updated on 03/08/10) containing current salary information on the employees shown on the worksheet described in (1), and showing the breakdown of the salary of each listed employee to the city's various funds; and (3) another worksheet entitled "City of Columbia, Illinois – Salary Cost Allocation" similar to the worksheet described in (2) but showing a breakdown of the various funds' salary expense distributions based on a 2% salary increase (effective 05/01/09) for most of the employees shown thereon (a different figure was shown in the "Salary % Change" column in the Library and EMS Departments). After distribution of said worksheets (and a few minutes for their review) Hudzik reminded the Committee/Council Members about discussions that had taken place at past committee meetings on the raises proposed/shown for employees of the Library and EMS Departments, as well as additional increases recommended for

Administrative Assistants Hausmann, Heller and Chartrand by their supervisors (in the past) for additional duties and responsibilities said assistants had assumed in the past few years. A general discussion was then held by all in attendance – topics discussed included:

- the city's financial situation and the current state of the economy
- the state's financial situation and the unpaid income tax funds due the city by the state (currently four (4) months in arrears)
- the recommendations by each of the Departments for employees being considered for annual salary increases greater than 2%, the reason for said requests, and how the increases would affect the city's finances/budget
- whether consideration should be given to additional compensation (beyond 2%) for various employees, as previously discussed, but at a portion of the recommended levels
- whether, due to economic times, raises should be limited to the same percentage for all non-union employees
- the city should be viewed as a corporation and should be careful when awarding raises
- the additional compensation (beyond 2%) being considered for some of the employees is due to additional duties and responsibilities that have been assigned/assumed by those employees
- whether 2% was the right amount of increase to be considering or whether different percentages should also be considered
- whether personnel from the Library and EMS should be present to answer any questions the Committee/Council members may have pertaining to the increases being requested by those departments

After discussion of the various issues pertaining to salary increases being considered for the city's non-union personnel, it was the consensus of the Committee/Council Members that additional information be prepared and that this topic again be discussed at the 03/15/10 Council Meeting in Executive Session.

III. ADJOURNMENT

MOTION:

It was moved by Alderman Ebersohl and seconded by Alderman Stumpf to adjourn the Executive Session of the Personnel Committee Meeting of Monday, March 8, 2010 at 9:55 p.m. Upon Roll Call vote, Chairman Niemietz and Aldermen Ebersohl, Stumpf and Roessler voted yea. **MOTION CARRIED.**

Mary E. Niemietz

MARY E. NIEMIEZ, Chairman
PERSONNEL COMMITTEE

Minutes Taken By:

Sandra Garner

SANDRA GARMER, Accounting/Clerical Assistant

Albert G. Hudzik

ALBERT G. HUDZIK, City Administrator