



Personnel Committee Meeting Minutes May 04, 2021

Chairperson: Kimberly Downey
Committee Members: Mike Caughey & Robert Boese (Both Attended via Zoom)
Meeting Location: Harrisburg Municipal Center @ 354 Smith St.

ORDER AND ROLL CALL

CONCERNED CITIZEN(S) IN THE AUDIENCE. None were present

APPROVAL OF MINUTES

MOTION: Caughey motioned to approve minutes for February 1, 2021 and was seconded by Boese. The Personnel Committee then voted to unanimously to approve the minutes for February 1, 2021.

THE MATTER OF REVIEWING THE RESULTS OF THE COMPENSATION COMPARISON STUDY:

Eldridge summarized the staff report stating that there were certain employees that were affected by the study. All Public Works crew, including the Public Works Director were down as well as the Finance Officer. All Admin Staff were above and therefore would only be getting the 2% COLI. The Librarians and the Utility Billing Supervisor had no comparable matches. Library staff are part-time with no benefits except sick pay and PERS is charged when one employee exceeds hours. After adjusting for full-time and benefits, they are 25% higher. Therefore, they would only be getting the 2% COLI as well. The biggest discrepancy is the Public Works Foreman, Utility 1, 2 and 3 positions and the Public Works Director. The cost for adjusting the positions to the median and the 2% COLI would be \$55,765.

- Eldridge stated that Portland State did a great job on the report comparing positions. Most of the Cities were comparable.
- Caughey pointed out that Harrisburg is listed as Marion County not Linn and Boese was also bothered by the mistake. Eldridge apologized for not catching that prior.
- Boese commented that he is familiar with Jefferson and feels they are a comparable City. He asked if we could add them in the future. Eldridge responded that they were asked for the information but did not respond. Philomath, another City that is bigger but similar, did not answer either. She stated that we could contact them ourselves to get the information. Scholz stated during the last wage study, it was the same. You get stuck with who is willing to respond. Downey asked if they could at least send over the wage scale. It was suggested by Scholz that next time, the City can request it if they get no response.
- Caughey asked for the Adjusted Compensation Presentation on page 33, to be explained. Eldridge stated that adjusted comp is with time off. The final line considers benefits with time off.

- Downey and Boese wanted clarification on what positions are affected. Eldridge answered that it was the entire Public Works Crew, Public Works Director, and the Finance Officer. Downey asked why we are so far off and how do we afford this? What do we cut? Nelson answered that projects that we had planned this last fiscal year did not get done. Property taxes are up due to homes selling. Nelson also stated that when she was highered, she was four steps behind the previous Finance Officer and the same with Eldridge. We have had two months with no City Recorder and have lost a public works position due to Renfro leaving.
- Downey stated that she wants a commitment that this will not cut into any of their goals. She does not want to see any cuts into this budget or the future budget. Wants to continue to move forward with projects.
- Caughey stated he was disappointed in the length of the time it took to complete the study. Eldridge stated it took four years. This study started when Latta was City Administrator.
- Boese stated that the 2% COLI has not been enough in the past to stay within range for Public Works. Scholz stated that after Portland's cost of living analysis went to Seattle, 2% was on the low side. Eldridge stated that OCWCOG had figure out that during the pandemic it was 1.3% and in March it was 3% in rural areas.
- Boese clarifying that option number one is a 2% across for all employees, number two was Public Works and option three is for all the suggested positions and the 2% COLI. The Librarians would also get the 2% COLI.
- Caughey did not want to leave out the City Administrator position. Eldridge answered that she has a contract, and her wage will be discussed at her 6-month review. Caughey asked that we consider her position for the 2% COLI at that time.
- Downey suggested option number three to committee members. Boese commented that he struggles with this every time but wants to keep people where they need to be. Boese was in favor to option three and to have the wages up to where they need to be. Downey complimented the Public Works crew and noted that they treat the citizens with respect. Caughey also liked option three and stated that we hire good quality people, and they deserve to be there on the pay scale. He mentioned that the increase in tax revenue will help ease the pain.
- Downey asked for a motion.
- Boese asked if Portland State could make the correction for the incorrect county listed and Eldridge answered that she would ask.

MOTION: Caughey, **motioned to accept the #3 wage scale for the 2021/2022 Budget and send to Council for approval and was seconded by Boese. The Personnel Committee then voted unanimously.**

ADJORN: Downey adjourned the Personnel Committee meeting at 7:19PM.

Chairperson

City Recorder