HUDSONVILLE CITY COMMISSION
City Commission Minutes

September 22, 2015

Mayor Van Doeselaar called a Special Session of the Hudsonville City Commission to order on Tuesday, September 22, 2015 at 7:00 PM.

Present: Mayor Van Doeselaar, Commissioners Brandsen, Bolhuis, Northrup, O'Brien, Raterink, City Manager Waterman and City Clerk Wiersum.

Absent: Commissioner Leerar

8571.   *Full Time Non-Union Wage Scale Analysis.*

City Manager Waterman reviewed his memorandum on the need to adjust the City's full time non-union wage scale. The City's current wage study has not been updated since 1998. Waterman used salary information from the Michigan Municipal League wage study, and he was able to compare wages on comparable size communities and nearby communities. The problem with using the MML wage study is that job descriptions in some communities may not be exactly what the job description here is.

Waterman stated that generally we are well under the average wage. Employees have been receiving pay increases, but new employees are hiring in at the lower page scale. When the City has significant turnover in the next few years from department heads retiring and these positions become available, we want to make sure that our wage scale is competitive with the market.

Waterman reviewed the information on current salaries with the recommended wage adjustments. If we were to enact all the wage adjustments the total impact would be $20,675; with benefit costs included the amount would be $24,531.

Waterman also presented comparison on all of the positions the City had in the past and the changes in positions that we have now. Positions have been eliminated, redefined, combined or contracted out. Today in paying our employees to do all of these positions through the various changes that have been made, the salary amount is approximately $78,000 less than in the past.

Waterman also indicated to the Commission that he had received a voice mail from Commission Leerar stating that he supported having MML do a wage study and he also supported the contract amendments to Waterman's contract (minutes item 8572).

Motion by Northrup, seconded by Bolhuis, that the City Manager's recommended wage scale adjustments be made effective and implemented per his discretion.

Year 6, Nays 0, motion carried.

8572.   *Waterman Employment Agreement – 1ˢᵗ Amendment.*

Mayor stated City Manager Waterman is in the 3ʳᵈ year of his 3-year employment contract. The Mayor is recommending that Waterman's contract be implanted for another three years.

The Commission reviewed the two suggested changes to Waterman's contract. The first change is to extend severance pay from 5 months to 6 months. The second change is regarding salary. Waterman's salary would be adjusted each year by the greater of 1.5% or the wage increases given to other non-union City employees.

Motion by Northrup, seconded by O'Brien, to approve the First Amendment to the Employment Agreement between the City of Hudsonville and Patrick B. Waterman as drafted, including extending his contract through June 30, 2019; changes severance from 5 months to 6 months and salary adjustments upwards each year by the greater of 1.5% or the wage increase given to other non-union City employees.

Yeas 6, Nays 0, motion carried.

8573.   The Mayor handed out an evaluation form and discussed with the City Commission options of conducting an evaluation of the City Manager. The consensus of the Commission is to not do written evaluations. They prefer to do verbal evaluations. Commissioners were given an opportunity to make comments on the City Manager's job performance. It was suggested that the City Manager meet one on one with Commissioners instead of in a public forum.

The Mayor will put together comments made by the City Commission and incorporate them into a letter of evaluation. He will e-mail that to all Commissioners for further comments.

ADJOURNMENT

8574.   Motion by Raterink, seconded by O'Brien, to adjourn at 8:15 p.m.

All aye, motion carried.

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Jan Wiersum   Mayor Van Doeselaar
Hudsonville City Clerk