

SPECIAL MEETING:

The La Cygne City Council met on Monday, January 2, 2023 at the La Cygne Community Building. Council Members present were: Thomas Capp; Jerome Mitzner; Danny Curtis; David Brenneman; and Keith Stoker.

Others in attendance included, but not limited to: City Clerk (CC) Jodi Wade, Police Chief Tina Fenoughty, and Public Works Superintendent (PWS) Dan Nasalroad

CALL SPECIAL MEETING TO ORDER (6:00 P.M.)

The Purpose the Special Meeting was called for:

Cost of Living Adjustment (COLA) review, Pay Scale review, and employee performance evaluations.

The council members reviewed the current COLA rates issued by Civil Service Retirement System and the Federal Employment Retirement System. The past 5-years of COLA adjustments for the City of La Cygne were reviewed.

Discussion then reverted to the Employee Wage Scales which expired on December 31, 2022. Prior to establishing the new Employee Wage Scales, the Council proceeded with defining what will be the city employee positions for each department.

The Council recommended the following employee positions:

- City Clerk
- City Treasurer/Court Clerk
- Deputy City Clerk
- Police Chief
- Senior Police Officer
- Rookie Officer
- Codes Enforcement Officer
- Public Works Superintendent
- Public Works Operator 2
- Public Works Operator 1
- Public Works Laborer 2
- Public Works Laborer 1
- Compactor Operator
- Cemetery Caretaker

Entry wage levels were discussed for surrounding areas and positions. CC Wade presented spreadsheets for each department depicting various pay levels and benefits to show what the budget estimates would be overall.

The council had a lengthy conversation on COLA adjustments, merit raises, and performance raises. The pay scales were reviewed and the council made a recommendation for the "new hire wage" for each established employee position for the City of La Cygne.

The council then took in to consideration the process for implementing the new pay scales. Several ideas were reviewed for how to transition the existing employees.

EXECUTIVE SESSION

❖ **Motion**

Council Member Stoker motioned to go in to executive session for 5-minutes for non-elected personnel matter for an individual employee's performance and will return to the Council table at 8:29p.m. Motion seconded by Council Member Capp voted on, passed 5-0. 8:24p.m.

Others in attendance included, but not limited to: CC Wade and PWS Nasalroad

OPEN SESSION RESUMED AT 8:29 p.m.

❖ **Motion**

Council Member Stoker motioned to go in to executive session for 5-minutes for non-elected personnel matter for an individual employee's performance and will return to the Council table at 8:34p.m. Motion seconded by Council Member Capp voted on, passed 5-0. 8:29p.m.

Others in attendance included, but not limited to: CC Wade and PWS Nasalroad

OPEN SESSION RESUMED AT 8:34 p.m.

❖ **Motion**

Council Member Capp motioned to go in to executive session for 5-minutes for non-elected personnel matter to review applications for Public Works Department and will return to the Council table at 8:44p.m. Motion seconded by Council Member Stoker voted on, passed 5-0. 8:39p.m.

Others in attendance included, but not limited to: CC Wade and PWS Nasalroad

OPEN SESSION RESUMED AT 8:44 p.m.

❖ **Motion**

Council Member Capp motioned to approve a 30-minute extension for tonight's special council meeting. Motion seconded by Council Member Brenneman voted on, passed 5-0. 9:00 p.m.

The Council continued with discussions regarding employee benefits. Health insurance cost, which is 100% covered by the city, is meeting the max amount budgeted by the city for the employee benefit fund. The council asked CC Wade to research what other city's have implemented for health insurance packages.

Record of the Proceedings of the Governing Body

SPECIAL MEETING

January 2, 2023

On-call status and residency were also reviewed by the Public Works and Police Department Supervisors. The council suggested having some workshops to discuss these items in prior to preparing the 2024 budget.

The council advised CC Wade to prepare the recommendations for the Employee Pay Scales for the January 4, 2023 Council Meeting.

❖ **Motion**

Council Member Capp moved to adjourn the meeting. Motion seconded by Council Member Mitzner, voted on, passed 5-0. Time 9:17 p.m.

I, _____ La Cygne City Clerk, do hereby declare
(Jodi Wade) the above to be true and correct, to the best of my knowledge, and do hereby subscribe my name on this 2nd day of January 2023.