

COUNCIL WORK SESSION – FEBRUARY 4, 2013

The work session of the Common Council of the City of Marshall was held on February 4, 2013 in the Board Room of Marshall Municipal Utilities, 113 South Fourth Street. The meeting was called to order at 5:30 P.M. by Mayor Byrnes. In addition to Byrnes the following members were present: Hulsizer, Doom, Bayerkohler, DeCramer and Conyers. Absent: Boedigheimer. Staff present included: Ben Martig, City Administrator; Sheila Dubs, Human Resource Coordinator; and Thomas M. Meulebroeck, Financial Director/City Clerk. Others in attendance included: Wayne Brede from Public Sector Personnel Consultants.

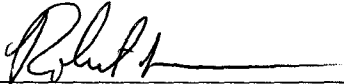
Ben Martig, City Administrator, provided introductory comments on the process of first completing the Classification and Job Evaluation Study and now the findings and recommendations on the Market Survey and Compensation System Study.

Wayne Brede, Public Sector Personnel Consultants, addressed the Market Survey and Compensation System Study. Wayne identified the Project Scope and Deliverables and the Targeted Data Sources for the survey. Wayne also addressed the Base Compensation Survey Notes, the Proposed Plan, the Implementation Costs and the Notes that related specifically to the Library and Public Housing.

Wayne proceeded to address the (1) Executive Summary which included table 1 – Resultant External Prevailing Rates Comparison to Proposed Plan. This table listed the recommended Job Class Title, Current Marshall Maximum Rate, the Average Surveyed Market Maximum and the Survey Variance in \$ and %'s. (2) Proposed Compensation Philosophy, which included table 2, which was the FY 2012 Salary Plan with the Proposed Salary Ranges per Job Class with Job Titles, Hay Points and the Proposed Pay Scale with steps 1 through 6; Table 3 which was the FY2012 Salary Survey for the Resultant External Prevailing Rates Comparison to Proposed Plan. This table again had the recommended Job Class Title, Current Marshall Maximum Rate, Average Survey Market Maximum Rate, Proposed Marshall Maximum Rate, the Average Survey Market Maximum Rate, the New Market Variance % and the Original Survey Variance %. The implementation cost and process was briefly discussed.


Ben provided some suggestions that should be placed on file for future update. The suggestions were that the plan be updated every 3 to 4 years; that in the in-between years a consultant be used to update the pointing system as needed; the job description be kept up to date; that the utilizing of a two phase approach 1) pointing 2) market study is a good process to follow; continue to use a consultant (not in house staff) to maintain independence; continue doing market research; and to continue monitoring of ongoing philosophies on compensation.

The meeting was declared adjourned.



Mayor of the City of Marshall

Attest:



Finance Director/City Clerk