

Minutes of Perrysburg Personnel Committee

Meeting Held October 24, 2023

CALL TO ORDER - 5:00 PM

The meeting was called to order at 5:01 p.m. by Chairperson Cory Kuhlman.

ROLL CALL

Committee Members present were Kevin Fuller and Cory Kuhlman. Committee Member Tim McCarthy was not present. Also present were Joe Fawcett, City Administrator, Kelly Chalfant, Human Resources Manager, and Amber Rathburn, Finance Director.

CITIZEN'S CONCERNS

None.

APPROVAL OF AUGUST 22, 2023 MEETING MINUTES

There being no objections, the minutes of the August 22, 2023 meeting were approved 2-0.

PROPOSED WAGE & COMPENSATION STUDY UPDATE

Mr. Kuhlman asked why Administration is recommending The Archer Company. Ms. Chalfant responded that Archer and Clemans, Nelson & Associates, Inc. are very similar in depth and scope of what they offer, however the price difference is significant. She noted that Mr. Fawcett has first-hand experience with Archer and that they are familiar with other public sector agencies in this area. Mr. Fawcett added that Archer has an objective analysis and they will review particular positions in the future with a specific process. Mr. Kuhlman noted that Administration and City Council are both requesting this wage and compensation study. Mr. Fuller asked if this is only for salary employees. Ms. Chalfant responded that it is for hourly and salary, all non-bargaining employees. Mr. Kuhlman made a motion to support hiring The Archer Company for the wage and compensation study. Seconded by Mr. Fuller.

2024 BUDGET DISCUSSION

Ms. Chalfant reviewed the 2024 budget for Human Resources. She noted that the fees for the wage and compensation study that are leftover are hoped to be transferred to training for the entire staff. Mr. Kuhlman asked when the first reading for the budget will be. Ms. Rathburn responded that ideally the first reading would be the first City Council meeting in November and passage would be the first City Council meeting in December. Mr. Kuhlman requested that they leave this on Personnel Committee's agenda for next month. Mr. Fuller asked if there was anything they had to remove from the budget, that Ms. Chalfant would like in there. Ms. Chalfant appreciated that and responded that they got everything they asked for.

OTHER BUSINESS

Mr. Fuller asked about the wage and compensation study and if there is a benefit to include bargaining employees in the study. Ms. Chalfant responded that they do research comparables for many of the local jurisdictions in preparation for contract negotiations.

Mr. Kuhlman asked what percentage of the budget was historically allocated towards personnel versus the entire general fund budget because it will be an important number to manage with growth. Ms. Rathburn responded that she will put together some data.

Mr. Kuhlman asked Ms. Chalfant to make sure City Council receives a separate email highlighting Archer and that they supported it 2-0.

ADJOURNMENT

There being no further business, the meeting adjourned at 5:21 p.m.

Respectfully submitted,

Cory Kuhlman, Chairperson
Personnel Committee

Next meeting: Tuesday, November 28, 2023 at 5:00 p.m.