



MINUTES
Elected Officers Compensation Commission
Tuesday, March 5, 2024 @ 10:30 a.m.
City Council Conference Room

Commission Member Melot called the meeting to order at 10:35 a.m.

ROLL CALL

Commissioner Member Liisa Speaker
Commissioner Member Derek Melot
Commissioner Member Ben Kohrman
Commissioner Member Jeff McAlvey - excused
Commissioner Member Thomas Hoisington
Commissioner Member Holli Seabury
Commissioner Member Steve Young

OTHERS PRESENT

Sherrie Boak, Council Staff
Jim Smiertka, OCA
Elizabeth O'Leary, HR
Chris Swope, City Clerk
Anna Stouffer-Hopkins

Excused Absences

MOTION BY COMMISSIONMEMBER HOISINGTON SUPPORT BY COMMISSION MEMBER YOUNG TO EXCUSE COMMISSION MEMBER MCALVEY. MOTION CARRIED 6-0.

Minutes

MOTION BY COMMISSION MEMBER SPEAKER TO APPROVE THE MINUTES FROM FEBRUARY 13, 2024 SUPPORTED BY COMMISSION MEMBER YOUNG AS PRESENTED. MOTION CARRIED 6-0.

Public Comment

Mr. Swope spoke on what is occurring in his office. This included voting opportunity changes, office relocation, and staffing the recent Charter Commission.

Commission Member Hoisington asked about voting location changes.

Commission Member Young asked if the office relocation was permanent. Mr. Swope outlined his multiple locations, the relocation due to the construction of the new Public Safety building, and the current lease at a former school.

Commission Member Speaker asked Mr. Swope about former conversations on the amount of work load due to the marihuana licensing, and asked about the recent comments on mail in ballots, relocations, and Charter Commission. He was asked if the increased work load, are most of these short term, what will carry forward. Mr. Swope stated the 9 days of early voting is in the constitution

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and will not go away. The percentage in increased voters has been about 89,000 and if they cross the 90,000 they will get another drop box from the State.

Commission Member Young asked for more details on early voting locations.

Commission Chair Melot asked how many FTE and was told $7\frac{3}{4}$ and have 5 contractual for the election putting in 1800 hours or more. There are also a pool of 600 election workers, and for a small election there could be up to 300.

Commission Member Speaker asked about security changes for the elections, and Mr. Swope outlined their process.

Anna Stouffer-Hopkins presented 365 pages of laws that went into effect on electoral changes that effect 9 election staffing. A request was put in for a significant raise increase for the City Clerk and a merit raise for the City Clerk as well.

Discussion/Action

Discussion – 2024 Human Resources Materials

Commission Chair Melot referred to the documents from the HR Department, and asked the Commission if there were any new documents to share.

Commission Member Young asked about the documents submitted at earlier meetings from Commission Melot. Commission Chair Melot briefly went through his handouts in the packet from later on the agenda. Commission Member Young asked where the figures were based on. Commission Chair Melot explained that you pick a month and year (January, 2021) put in existing number, then it calculates adjusting with inflation for same buying power for now. That results in the 1.1.2024 figure, then to calculate he used the CPI in this year State census. He added that this is just inflation, not speaking to comments in the public today, just if holding harmless against inflation today.

The Commission then reviewed the municipality comparison last version dated 2/26/2024.

Commission Member Young asked Ms. O'Leary to speak to the union comparison. He then asked about the 2023 2% and 2.5% for UAW, and it was confirmed it was the product of the labor union and the City as employer. Commission Chair Melot asked if 2025 is blank, there is no negotiating, T580 and T214, and Ms. O'Leary confirmed. Commission Member Young referred to the UAW and if the 3% of 2023 was part of an earlier negotiation. Ms. O'Leary stated UAW closed in 2022 and was negotiated for that increase. Commission Member Young asked when UAW negotiated in 2022, the increases were for 2023 were negotiated in 2022 and Ms. O'Leary confirmed. He noted that the comparison between when negotiated and when inflation hits. Commission Member Young noted that per the spreadsheets most contracts are around 3% and Ms. O'Leary confirmed.

Commission Member Seabury asked if this Commission can do a 1 time merit. Commission Member Melot stated this is not a performance review body, but an HR function with reviewing what the job has to do and here is the market forces in play and this is what is needed.

Commission Member Kohrman asked if the Commission can make recommendations other than salary, and Commission Chair confirmed the Commission has access to everything. The Commission is not bound by inflationary figures, but at this time what should these positions be paid.

Commission Member Speaker confirmed there has not been a discussion on benefits since 2015. Mr. Smiertka confirmed that there are different plans, and Ms. O'Leary stated there are elected officials group and each year they have options to decide. Commission Chair Melot stated that it is in the realm of the Commission to determine that the City has to pay the premium. Mr. Smiertka stated it is in the perimeter of the fringe to do this. Ms. O'Leary stated it would depend on the plans the elected choose

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on if they have a premium. Commission Chair Melot recommended not going into benefits because of the complexity and how it can change.

Discussion – Historical Determinations

No topics of discussion on this.

Discussion – Elected Officials Benefits

No further discussion on benefits.

Discussion – Determination 2024

Commission Chair noted that they will not meet again until 2026, so this determination would be for 2024 and 2026.

Commission Member Young stated he believed the Clerk's office has a significant increase in workload, and would be interested in an increase. Commission Member Seabury agreed based on the State changes on voter equity, but this puts the burden of work on the City Clerk office. Commission Chair Melot referred to the municipality comparison for the Clerk. Commission Member Speaker noted all are higher than the City of Lansing other than Warren. Commission Chair Melot stated last time it was 5% each for the two years, and that discussion earlier was held based on responsibilities.

The Commission discussed 5% increase for 2024 and 2025 for the City Clerk. Mr. Smiertka noted these determinations go to City Council and they have to make their determinations. Ms. Boak explained with three different determination letters, they will also be referred separately: Council, Mayor and City Clerk.

Commission Member Hoisington asked for clarification on it the 5% merit increase for the City Clerk was in addition to the 3% overall. Commission Member Young proposed 5% total in 2024 and 5% total in 2025. Commission Chair Melot stated it would be one determination per year: all in.

Commission Member Seabury stated \$120,000 in 2024 is where the City Clerk should be and could lobby for more than 5%. Commission Chair Melot stated it is easier if a figure is determined instead of a percentage; it should be based on the amount of work and what pay is needed to retain.

Commission Chair Melot reminded the Commission to make a motion to include both years. Commission Member Speaker noted that 5% for the Clerk would be \$109,588 for 2024 and \$115,067 for 2025. Commission Member Hoisington noted they could add inflation. Commission Member Speaker stated they do not have to explain how they got to the number but explaining it does help. Commission Chair Melot stated the Council does not have to take any action and it goes through, if they choose to take action they can discuss or reject. Mr. Smiertka added that every resolution of City Council is subject to a veto, and if that happens after the veto it could go back to Council override of veto.

Commission Member Young stated that with inflation they can make a case on work load, but if they tie it into inflation it is hard to make the argument to give the Clerk an inflation increase but not the Mayor or Council. Commission Member Seabury stated for the first year this job should be looked at because of the changes and the laws.

Commission Member Kohrman asked if each elected position be addressed differently. The Commission confirmed.

MOTION BY COMMISSION MEMBER YOUNG SUPPORTED BY COMMISSION MEMBER SEABURY FOR A NEW SALARY INCREASE FOR THE CITY CLERK IN 2024 UP TO \$120,000 AND IN 2025 A 3% INCREASE. THIS WOULD ALL BE DONE IN ONE RECOMMENDATION LETTER.

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Commission Member Speaker asked that the letter speak specifically to the 2024 increase up to \$120,000 due to the increase of workload, and the 2025 increase is based on inflation.

MOTION CARRIED 6-0.

The Commission discussed the Mayor's salary. Commission Member Speaker began the discussion with proposing a 3% increase for 2024 and 2025 which would result in the amounts that were rejected by Council last time. That would make it \$143,798 in 2024 and \$148,111 in 2025. Commission Chair Melot noted that with that it did not reflect inflation since the last time. Commission Member Young concurred this reflected the 3% the bargaining units are receiving when they settle their contracts. Commission Member Speaker added to her proposal by clarifying that this is not to catch that position up, but go back to the last recommendation that was rejected as a compromise. Commission Member Hoisington asked where the 3% inflation figure was coming from because he believes inflation is more close to 10%. Commission Chair Melot stated it is linked to what the bargaining units have been getting in their negotiations.

Commission Member Seabury asked Ms. O'Leary how many employees are represented by the bargaining units in the document in the packet. Ms. O'Leary stated there are 20 in the non-bargaining unit, the Mayor staff has 10-12 non bargaining and then there are department heads that are non-bargaining. It was determined it could be up to 90% bargaining unit employees. Commission Member Seabury concurred with keeping the Mayor's increase at the same increase as the bargaining unit; 3%.

MOTION BY COMMISSION MEMBER SPEAKER SUPPORTED BY COMMISSION MEMBER HOISINGTON FOR A 3% INCREASE IN 2024 AND A 3% INCREASE IN 2025 FOR THE MAYOR. THIS WOULD BE DONE IN ONE RECOMMENDATION LETTER. MOTION CARRIED 6-0.

The Commission held discussions on the three (3) Council categories; President, Vice President and Council Member(s).

Commission Member Speaker noted Council has not had any changes since 2021 and that rate is currently not any different than the other municipalities. Commission Chair Melot asked if the Commission members had heard of any changes in the roles of Council and no one on the Commission had any statements noting changes.

The Commission discussed 3% increases for 2024 and 2025, not a catch up but in line with the bargaining units. Commission Member Seabury added to the discussion that there is wisdom of Council not wanting more than other employees and would agree with the 3% increases. The consensus was for one letter with all three categories and 2 years.

Commission Member Kohrman asked for me explanation on why only one letter and Commission Member Seabury stated she could agree to one letter per year for each position. Mr. Smiertka stated Council could have the option on the floor to divide the question.

MOTION BY COMMISSION MEMBER HOISINGTON SUPPORTED BY COMMISSION MEMBER YOUNG FOR A COUNCIL PRESIDENT, COUNCIL VICE PRESIDENT AND COUNCIL MEMBER INCREASE OF 3% IN 2024 AND 3% IN 2025. THIS WOULD BE DONE IN ONE RECOMMENDATION LETTER. MOTION CARRIED 6-0.

Other

Commissioner Comments

Ms. Boak stated she would provide the language of the letters to the Chair and Vice and the final letters will be sent individually to all members after that.

Commission Member Kohrman asked that in addition to receiving the letters he would like all members to get the timeline in the process.

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The Commission stated they would be all willing to stop in and sign the letter that will be written based on the motions today, and would support canceling the last meeting on March 12, 2024. Commission Chair stated he would cancel the March 12th meeting if it is not needed.

Adjourned at 11:45 a.m.

Respectively submitted by:

Sherrie Boak, City Council Office Manager