

**PERSONNEL
COMMITTEE**

Monday, February 3, 2020

6:30 PM

McFarland Municipal Center
Conference Room A

AGENDA

1. CALL TO ORDER, ROLL CALL.
2. PUBLIC APPEARANCES.
3. APPROVAL OF MINUTES.
 - a. Discussion and action regarding the minutes of the meeting held December 2, 2019.
4. BUSINESS.
 - a. Discussion and action to make a recommendation to the Village Board to create Section 16.02 within the Compensation and Benefits Manual regarding night differential.
 - b. Discussion and recommendation to the Village Board to update section 15.12 of the Village Personnel Policy regarding meals.
 - c. Discussion and presentation regarding the 2019 Employee Performance Evaluations.
 - d. Discussion regarding drafting of language regarding compensation for being on call.
 - e. Discussion regarding the update to the Market Survey Information contained within the 2015 Classification and Compensation Study.
5. SCHEDULE NEXT MEETING DATE.
 - a. Monday, March 2, 2020 at 6:30 pm.
6. ADJOURNMENT.

This meeting notice constitutes an official meeting of the above referenced group and was posted in accordance with all applicable laws related to Open Meetings Law. It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information. No action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice. Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals. For additional information or to request this service, contact the McFarland Municipal Center at (608) 838-3153 or cassandra.suettinger@mcfarland.wi.us.

VILLAGE OF MCFARLAND
Personnel Committee Minutes

Monday, December 2, 2019 - 6:30 PM

1. CALL TO ORDER, ROLL CALL.

President Brad Czebotar called the regular meeting of the Personnel Committee to order at 6:30 PM in Conference Room A.

Members present: Brad Czebotar, Ken Machtan, Peter Morehouse, Chris Spanos, Clair Utter

Members not present: Trish Howen, Steve Kilpatrick

Staff Present: Village Administrator Matt Schuenke, Village Clerk/Treasurer Cassandra Suettinger, Police Chief Craig Sherven, and Communications & Technology Director Stephanie Miller.

2. PUBLIC APPEARANCES.

None.

3. APPROVAL OF MINUTES.

- a. Discussion and action regarding the minutes for the meeting held on November 4, 2019.

The minutes were approved by unanimous consent.

4. BUSINESS.

- a. Discussion and action to make a recommendation to the Village Board regarding a revision to the Organizational Chart for the Communications and Technology Department.

Communications and Technology Director Stephanie Miller provided an overview of the proposed revisiosn to the organizations chart for the Communications and Technology Department. The Committee discussed the proposed revisions and were in support.

The Committee moved on to discuss item b prior to taking action on the organization chart. The Committee then returned to item a to take action.

Motion by Village President Brad Czebotar, second by Member Chris Spanos, to a recommendation to the Village Board to approve revision to the Organizational Chart for the Communications and Technology Department. Motion carries 5 - 0 - 0 by acclamation.

- b. Discussion and action to make a recommendation to the Village Board regarding the position description and permission to fill the vacancy for the Production Assistant position within the Communications and Technology Department.

Communications & Technology Director Stephanie Miller provided a summary of the updates to the position description. The Committee discussed the position description and provided feedback and proposed revisions.

Motion by Village President Brad Czebotar, second by Ken Machtan, to make a recommendation to the Village Board to approve the position description as modified and permission to fill the vacancy for the Production Assistant position within the Communications and Technology Department. Motion carries 5 - 0 - 0 by acclamation.

- c. Discussion and action to make a recommendation to the Village Board regarding the position description for the Camera Operator position within the Communications and Technology Department.

Motion by Village President Brad Czebotar, second by Member Peter Morehouse, to make a recommendation to the Village Board to approve the position description for the Camera Operator position within the Communications and Technology Department. Motion carries 5 - 0 - 0 by acclamation.

- d. Discussion and action to make a recommendation to the Village Board to create Section 7.01(2) and (3) within the Compensation and Benefits Manual regarding holiday time.

Motion by Village President Brad Czebotar, second by Ken Machtan, to make a recommendation to the Village Board to approve the creation of Section 7.01(2) and (3) within the Compensation and Benefits Manual regarding holiday time. Motion carries 5 - 0 - 0 by acclamation.

- e. Discussion and action to make a recommendation to the Village Board to revise Section 9.02 within the Compensation and Benefits Manual for vacation time.

Motion by Village President Brad Czebotar, second by Member Peter Morehouse, to make a recommendation to the Village Board to approve revision of Section 9.02 within the Compensation and Benefits Manual for vacation time. Motion carries 5 - 0 - 0 by acclamation.

- f. Discussion and action to make a recommendation to the Village Board to create Section 16.02 within the Compensation and Benefits Manual regarding night differential.

Village Administrator Schuenke provided an overview of the proposed changes to 16.02 within the Compensation and Benefits Manual regarding night differential.

Staff will bring back suggested revisions to the next meeting.

- g. Discussion and action to make a recommendation to the Village Board to create Section 16.03(4) within the Personnel Policy Manual regarding minimum call-in pay.
Village Administrator Schuenke provided an overview of the proposed revisions to section 16.03(4) of the Personnel Policy manual regarding minimum call-in pay.

Motion by Village President Brad Czebotar, second by Member Chris Spanos, to make a recommendation to the Village Board to approve creating Section 16.03(4) within the Personnel Policy Manual regarding minimum call-in pay. Motion carries 5 - 0 - 0 by acclamation.

- h. Discussion and presentation regarding a market analysis of the Village wage grid.
Village Administrator provided an overview of the update of the market analysis of the Village wage grid. The Committee reviewed the update and provided feedback and request for more information. The Committee requested the following data:

1. More research to ensure comparison is based on job duties and not job titles.
2. More research into providing information on position ranges of minimum, midpoint, and maximum and not just actual salaries.

Staff will bring back the item for further discussion with the updated information requested for the next meeting.

5. SCHEDULE NEXT MEETING DATE.

- a. Monday, January 6, 2019 at 6:30 pm.

6. ADJOURNMENT.

Motion by Machtan, second by Morehouse, to adjourn at 8:52 pm. Motion carried 5 - 0 - 0.

Pursuant to law, written notice of this meeting was given to the public and posted on the public bulletin boards in accordance with Open Meetings Law.

Respectfully submitted,
Cassandra M. Suettinger



VILLAGE BOARD SUMMARY SHEET

MEETING DATE: Monday, February 3, 2020

SECTION: Business

DEPARTMENT: Administration

CONTACT: Cassandra Suettinger, Village Clerk/Treasurer, Craig Sherven, Police Chief, Matt Schuenke, Village Administrator

AGENDA ITEM: Discussion and action to make a recommendation to the Village Board to create Section 16.02 within the Compensation and Benefits Manual regarding night differential.

PREVIOUS ACTION:

The Personnel Committee reviewed this concept at its meeting on November 4, 2019.

The Personnel Committee further reviewed the issue at its December 2, 2019 meeting.

ISSUE SUMMARY:

Enclosed are changes for the inclusion of Night Shift Differential with the revisions suggested from the Committee at its last meeting. This provides an additional payment incentive for those individuals that have been scheduled to work the specific shifts outlined in the proposed policy.

FINANCIAL/BUDGET IMPACT:

The financial impact of the additional payment as a result of the differential is already included within existing funding levels.

VILLAGE PLAN REFERENCE:

None.

ORDINANCE REFERENCE:

None.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

Presented for approval as a recommendation to the Village Board.

ATTACHMENTS:

1. CBM Chapter 16 - Miscellaneous Benefits 12312019 - Final

CHAPTER 16 – MISCELLANEOUS BENEFITS

16.01 VEBA Healthcare Reimbursement Account

The Village may participate on behalf of employees in a healthcare reimbursement account program (HRA) established as a VEBA trust under Section 501(c)(a) of the Internal Revenue Code. For qualifying employees, the Village may make tax-free contributions to employees' individual VEBA accounts.

16.02 Night Shift Differential

(1) Policy. Any non-exempt employee may be paid night shift differential at the following rates, for the following shifts:

2 pm to 10 pm – \$0.50 per hour

10 pm to 6 am - \$0.50 per hour



VILLAGE BOARD SUMMARY SHEET

MEETING DATE: Monday, February 3, 2020

SECTION: Business

DEPARTMENT: Administration

CONTACT:

AGENDA ITEM: Discussion and recommendation to the Village Board to update section 15.12 of the Village Personnel Policy regarding meals.

PREVIOUS ACTION:

ISSUE SUMMARY:

Included within your packet is the current policy language on meal reimbursement and a second document that revises these standards. There are several areas we have attempted to clean up and make clear how the reimbursement is provided and at what levels. We will discuss these changes in the meeting but a summary is provided as follows:

- Allowances have already been noted in 15.12(1)(a) but there is no link to the code. This reference is now made between (a) and (b) within sub (1).
- Daily allowance is removed and opted for language in (c) of sub (1) that allows for exceptions only subject to review and approval, essentially the ability to exceed on a meal if no other reimbursement is needed for the day.
- Added language under (2) as (d) that makes clear reimbursement is provided when traveling.
- Under sub (3), items (a) and (b) are modified and (d) and (e) are new.

FINANCIAL/BUDGET IMPACT:

VILLAGE PLAN REFERENCE:

ORDINANCE REFERENCE:

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

ATTACHMENTS:



1. Section 15.12 - Meals CURRENT
2. Section 15.12 - Meals REVISED

- (4) If a spouse or friend accompanies an employee on a trip, that employee must reimburse the Village for the difference between the cost of a single and a double room. No travel or meal expenses will be paid for the spouse or friend.

15.12 Meals

- (1) The Village will reimburse the employee, within authorized reimbursement allowances, for the actual cost of meal expenses incurred while traveling on authorized Village business. Claims for reimbursement of meal costs are expected to represent reasonable and necessary costs and may include a maximum gratuity of 15% as well as any state or local tax.

(2) Meal Allowances

- (a) Employees who are working overtime at the normal time for breakfast, lunch or dinner will be reimbursed with actual receipts for meals according to the following schedule up to and including the following maximum:

Breakfast:	\$ 7.00		
Lunch:	\$ 7.00	or	Daily Allowance: \$25.00
Dinner:	\$15.00		

All of the above amounts include tax and tip. The practices with respect to this benefit will continue, however, Public Works employees will not be eligible for breakfast unless they start work two (2) hours prior to their normal work schedule, and they will not be eligible for dinner unless they work two (2) hours past their normal work schedule. Time spent eating a meal will be considered paid time, but such paid time will not exceed ½ hour.

- (b) For trips that do not involve an overnight stay, the maximum daily meal allowance will be restricted as follows:

If the midday meal is provided as part of a conference/seminar registration fee, the maximum daily meal allowance will be limited to \$25.00.

- (c) Requests for reimbursement for amounts in excess of the above schedule must be accompanied by receipts for the entire day with a full explanation of the reasonableness of such expenses. Alcoholic beverages are not eligible for reimbursement.

- (3) If a meal is part of the conference, convention or instruction program being attended by the Village employee and a higher amount is charged each participant, the full amount will be reimbursed with proper documentation.

- (4) If the registration fee includes one or more meals, the employee will not be eligible for reimbursement for such meals in addition to reimbursement for the registration fee.

- (5) No reimbursement will be claimed for meals that could have reasonably been consumed prior to departure or following return. The Department Head will review the particular circumstances of any questionable claims and determine whether or not reimbursement is appropriate.

15.12 Meals

(1) Meal Allowances.

- (a) The Village will reimburse the employee subject to the Authorized Reimbursement Allowances in Subsection (b) for the actual cost of Meals Authorized for Reimbursement defined in Section (2). Claims for reimbursement of meal costs are expected to represent reasonable and necessary costs and may include a maximum gratuity of 15% as well as any state or local tax.
- (b) Authorized Reimbursement Allowances:
 - 1. Breakfast: \$10.00
 - 2. Lunch: \$15.00
 - 3. Dinner: \$25.00
- (c) Requests for reimbursement for amounts in excess of the above schedule must be accompanied by receipts for the entire day with a full explanation of the reasonableness of such expenses. Requests to exceed amounts in excess of meal allowances shall be approved by the Department Head or Village Administrator.

(2) Meals Authorized For Reimbursement

- (a) Employees who are working overtime at the normal time for breakfast, lunch or dinner will be reimbursed with actual receipts for meals. Employees will not be eligible for breakfast unless they start work two (2) hours prior to their normal work schedule, and will not be eligible for dinner unless they work two (2) hours past their normal work schedule. Time spent eating a meal will be considered paid time, but such paid time will not exceed ½ hour.
- (b) On any particular day an employee is entitled to reimbursement for two or more consecutive meals, the maximum amount for one or more meals may be exceeded and the employee may claim the actual amount spent for each meal as long as the total amount claimed for the eligible meals is not greater than the combined maximum reimbursement rate for those meals. If meal maximums are not reached on one day, the excess amount does not accrue and cannot be applied to meals on another day or other costs incurred.
- (c) If a meal is part of the conference, convention or instruction program being attended by the Village employee and a higher amount is charged each participant, the full amount will be reimbursed with proper documentation.
- (d) When employees are traveling on authorized functions away from the Village.

- (e) It shall be responsibility of the Department Head or Village Administrator to approve all requests for reimbursements are in accordance with the policies outlined in this chapter.

(3) Limitations.

- (a) If meals are included in registration fees for a conference, the employee will not be eligible for a per meal rate for that meal.
- (b) No reimbursement will be claimed for meals that could have reasonably been consumed prior to departure or following return. The Department Head will review the particular circumstances of any questionable claims and determine whether or not reimbursement is appropriate.
- (c) Reimbursements shall not be made for expenses incurred in purchasing alcoholic beverages.
- (d) Reimbursements must be claimed with 60 days or reimbursement will be forfeited.
- (e) The Emergency Management Director, Fire & EMS Chief, Police Chief, Director of Public Works may authorize reasonable meal expenses for employees and volunteers staffing the emergency operations center or responding to an emergency situation.



VILLAGE BOARD SUMMARY SHEET

MEETING DATE: Monday, February 3, 2020

SECTION: Business

DEPARTMENT: Administration

CONTACT: Matt Schuenke, Village Administrator

AGENDA ITEM: Discussion and presentation regarding the 2019 Employee Performance Evaluations.

PREVIOUS ACTION:

None.

ISSUE SUMMARY:

Enclosed within your packet is a summary regarding the wage adjustments aligned with the 2019 Performance Evaluations that were completed within the 4th Quarter of 2019. In total there were 61 non-represented employees evaluated as part of that process with 36 of those individuals on the grid (i.e. - below market rate) and 25 on merit (i.e. - above market rate). Overall a majority of the evaluations fell within the meets expectation ranking as expected and then tapering off after that towards above average and exceeds expectations. This item is presented for discussion as we review the overall process.

FINANCIAL/BUDGET IMPACT:

The total budget allocation for wage adjustments is \$61,652 and this process was able to utilize \$61,571 or nearly 100% of available funding.

Some funds that were programmed for grid point adjustments were shifted to merit pay adjustments to help bolster that portion of the overall wage adjustment program. The reason for the shift is that approximately \$3,643 of grid point adjustments went unspent. The reason for this is attributed to individuals who left their position in the Fall of last year as well as vacancies that did not get filled as previously anticipated.

VILLAGE PLAN REFERENCE:

McFarland Compensation and Benefits Manual dated December 9, 2019.

ORDINANCE REFERENCE:

None.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

No action needed, presented for discussion.



ATTACHMENTS:

1. 2019 Wage Adjustment Summary

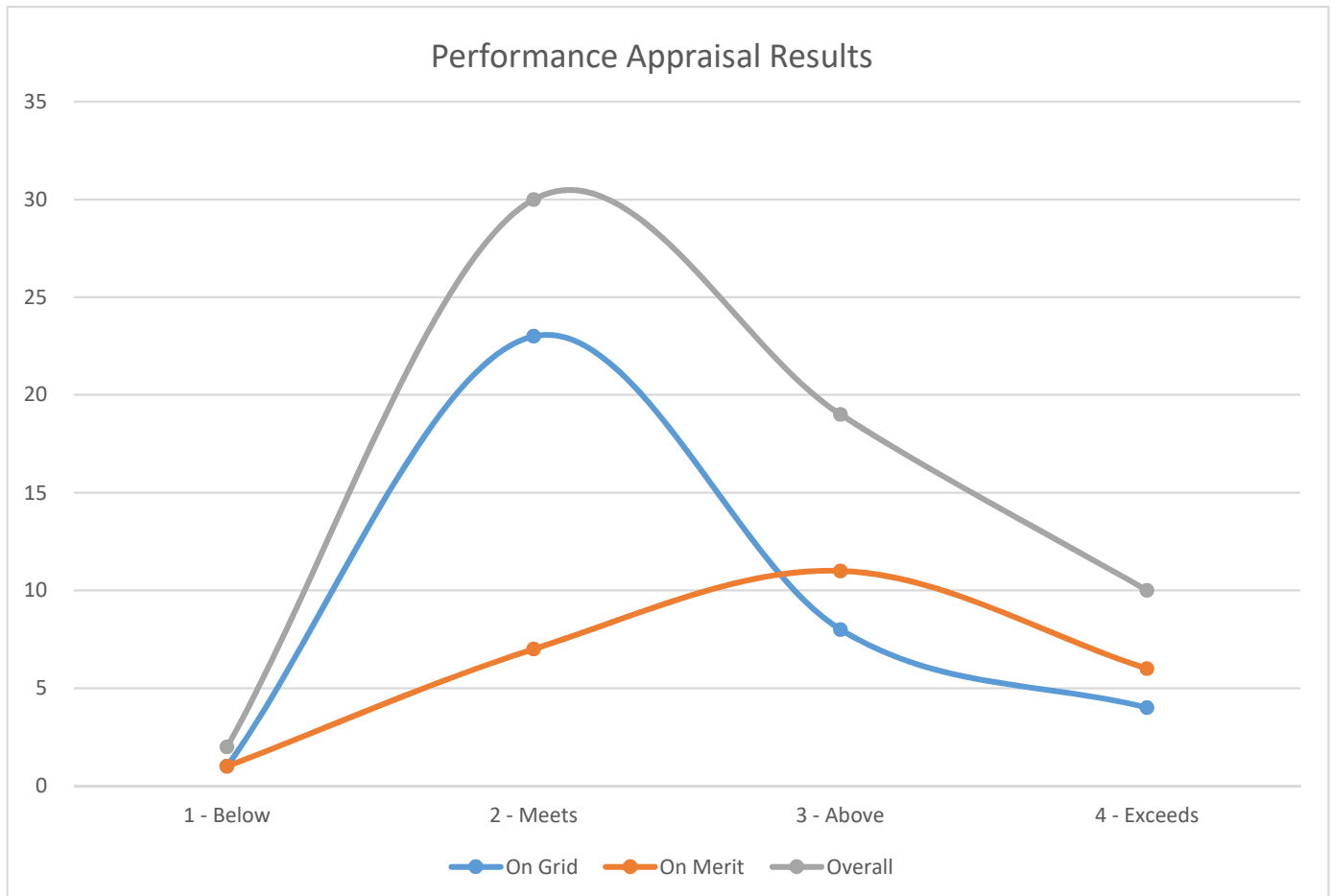
2019 Performance Evaluation *Wage Adjustment Summary*

Employees			2020 Funding			Avg. % Wage Adjustment per Employee
	Number	Percent	Budget	Actual	Difference	
On Grid	36	59%	36,652	33,009	(3,643)	2.64%
On Merit	25	41%	25,000	25,201	201	2.36%
Total	61		61,652	58,211	(3,441)	

On Grid		
1 - Below	1	3%
2 - Meets	23	64%
3 - Above	8	22%
4 - Exceeds	4	11%
	36	

On Merit		
1 - Below	1	4%
2 - Meets	7	28%
3 - Above	11	44%
4 - Exceeds	6	24%
	25	

Overall		
1 - Below	2	3%
2 - Meets	30	49%
3 - Above	19	31%
4 - Exceeds	10	16%
	61	





VILLAGE BOARD SUMMARY SHEET

MEETING DATE: Monday, February 3, 2020

SECTION: Business

DEPARTMENT: Administration

CONTACT: Matt Schuenke, Village Administrator, Jim Hessling, Public Works Director

AGENDA ITEM: Discussion regarding drafting of language regarding compensation for being on call.

PREVIOUS ACTION:

ISSUE SUMMARY:

Several years ago there was a provision within the former union contract that represented Public Works employees whereby they were provided "Standby Pay". This was compensation for employees that were essentially on call to respond to issues in the Community should they arise. A Public Works employee is on call 7 days a week and it rotates between the crew for the duration of the year. Compensation under that contract was provided two ways:

- General - Employees were paid 11 hours at 1.5 times their hourly rate. This equated to 1 hour each day to be on call and 2 hours on Saturday and Sunday as part of the minimum call in when they would do their rounds. 7 hours for each day, 2 hours for Saturday, and 2 hours for Sunday equals 11 hours beyond their normal work hours Monday through Friday.
- Holiday - Obviously there are going to be holidays that fall at different points of the year within this schedule. On those days according to the contract they were afforded 5 hours on those days at time and one half. This would include the 1 hour for being on call and 2 hours for doing the rounds. It is not clear to Staff what the additional 2 hours would have been provided for.

Variations of this carry on to date and the Standby Pay was not included within either the Personnel Policy or Compensation and Benefits Manuals when they were drafted. There is and has been no direction on this since the contract stopped representing this group but variations of the standby pay carried on making it difficult to understand and interpret what the intent was.

Staff believes it is fair to compensate these individuals that are required to be on call. We have a history of doing it already and budgetarily the expense is already included within existing operating funds. However, clear objective standards needs to be crafted as policy as ongoing



guidance to the employee, management, and payroll to understand what it is we are actually paying for going forward.

The purpose of this meeting is to present the issue and discuss solutions to establishing policy that provides compensation for employees that are required to be On Call. The following general parameters are considered:

1. An individual who is On Call shall be paid an additional one hour per day that they are On Call. They shall receive time and one half pay for each of these hours earned as well as for the Minimum Call in Time of 2 hours for both Saturday and Sunday they do their rounds. This would earn them 11 hours (7 days x 1 hour + 2 days x 2 hours) of time and one half pay or 16.5 hours of regular compensation in addition to their normal work schedule they are on call.
2. An individual who is On Call during a recognized holiday shall receive double time pay for the hour they are provided that day to be On Call as well as for their minimum Call in Time which would occur when they do their rounds. This would earn them 3 hours of double time pay or 6 hours of regular compensation. Section 16.03(3)(b) already provides that individuals working on a holiday be paid double time and this standard would be consistent with them.
3. Depending on which direction we go with items 1 and 2 above, we will want to revisit language created on Minimum Call In Time and Double Time compensation.

Our first objective is to provide the background, talk about the issues, and start to frame up solutions that could be drafted into policy for review at a future meeting. Item 1 above is consistent with the former contract and current practice. Item 2 is similar but a slight reduction in the formula to derive the hours that was listed in the prior agreement. What is presented here though is objective and discernable to what our policies provide for currently.

FINANCIAL/BUDGET IMPACT:

VILLAGE PLAN REFERENCE:

ORDINANCE REFERENCE:

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

ATTACHMENTS:

None



VILLAGE BOARD SUMMARY SHEET

MEETING DATE: Monday, February 3, 2020

SECTION: Business

DEPARTMENT: Administration

CONTACT: Matt Schuenke, Village Administrator, Cassandra Suettinger, Village Clerk/Treasurer

AGENDA ITEM: Discussion regarding the update to the Market Survey Information contained within the 2015 Classification and Compensation Study.

PREVIOUS ACTION:

The market study was recommended for approval on February 4, 2019 and subsequently approved by the Village Board on February 11, 2019.

The Personnel Committee reviewed the study results at their meeting on November 4 and December 2, 2019.

ISSUE SUMMARY:

Enclosed within your packet is the updated Market Survey Information based on data staff has been collecting in 2019. This is in the same format as the 2015 Study and represents additional information from our comparables since our last meeting in December of 2019 to help fill out the information. Furthermore, comparables were provided job description information of the positions involved and assisted in the verification of compatibility between like positions. This was the same justification and verification method used in the original study. The mid-point ratio is used as a guide in analyzing the data when looking at the ratio of our salary ranges to what the market bares for each position. The same 3-5% margin for error is also applied to assist in this review. Our plan is to discuss the findings and talk about potential next steps similar to what we've done in the past.

FINANCIAL/BUDGET IMPACT:

The results are presented for discussion and what, if any, adjustments we need to make to our positions within the wage grid. Positions can be moved within the wage grid between grads without making changes to the base wage. Simply moving positions to higher grades would not immediately have a financial impact but over time allow the position to grow into a higher range. Wage adjustments can continue then according to budget parameters, performance appraisals, etc. as we are now accustomed too.

VILLAGE PLAN REFERENCE:

None.



ORDINANCE REFERENCE:

None.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

Presented for discussion.

ATTACHMENTS:

1. Village of McFarland Total Survey Results-Updated 01.30.2020

Village of McFarland, Wisconsin
Salary Survey - Summary

Sheet	Position Surveyed	Number of Respondents	Average Midpoint	Minimum Salary			Midpoint Salary		Maximum Salary			Village of McFarland, WI Information								
				Lowest	Highest	Average	Lowest	Highest	Lowest	Highest	Average	Min	Diff	%	Mid	Diff	%	Max	Diff	%
1	Confidential Administrative Assistant	12	44,973.61	34,070.00	45,703.00	38,344.50	39,530.00	53,701.00	44,990.00	61,699.00	51,602.73	38,584.00	239.50	0.62%	44,345.60	(628.01)	-1.42%	50,107.20	(1,495.53)	-2.98%
2	Adult Services Librarian	12	58,439.09	42,425.00	60,299.00	51,298.00	49,874.50	70,855.00	53,300.00	81,411.00	64,812.67	43,347.20	(7,950.80)	-18.34%	49,826.40	(8,612.69)	-17.29%	56,305.60	(8,507.07)	-15.11%
3	Building Inspector	6	65,379.75	51,251.00	61,625.00	57,202.00	59,456.50	69,093.50	67,662.00	76,562.00	73,557.50	54,724.80	(2,477.20)	-4.53%	62,899.20	(2,480.55)	-3.94%	71,073.60	(2,483.90)	-3.49%
4	Clerk III	5	41,801.20	33,706.00	37,876.80	35,153.45	39,626.00	47,340.80	45,405.00	56,804.80	48,448.95	38,584.00	3,430.55	8.89%	44,345.60	2,544.40	5.74%	50,107.20	1,658.25	3.31%
5	DNU - Clerk/Treasurer	6	82,896.15	69,883.79	75,005.00	71,952.60	73,656.85	90,885.50	77,429.90	106,766.00	93,839.70	69,098.00	(2,854.60)	-4.13%	79,414.40	(3,481.75)	-4.38%	89,731.00	(4,108.70)	-4.58%
6	Senior Outreach Director	4	70,800.25	55,000.00	74,402.00	62,145.25	60,000.00	85,030.50	65,000.00	95,659.00	79,455.25	54,724.80	(7,420.45)	-13.56%	62,899.20	(7,901.05)	-12.56%	71,073.60	(8,381.65)	-11.79%
7	DNU - Assistant Highway Director	5	74,588.13	64,214.00	65,323.00	64,553.00	73,239.50	75,755.00	81,156.00	87,101.00	84,623.25	69,097.60	4,544.60	6.58%	79,414.40	4,826.27	6.08%	89,731.20	5,107.95	5.69%
8	Community & Economic Development Director	8	91,196.93	72,069.00	90,429.00	80,484.75	84,761.00	102,721.00	86,773.00	115,013.00	100,744.80	73,236.80	(7,247.95)	-9.90%	84,177.60	(7,019.33)	-8.34%	95,118.40	(5,626.40)	-5.92%
9	Deputy Clerk	12	47,602.17	36,108.80	52,166.40	41,151.16	41,901.60	58,999.20	47,694.40	65,832.00	54,053.18	40,892.80	(258.36)	-0.63%	47,008.00	(594.17)	-1.26%	53,123.20	(929.98)	-1.75%
10	Director of Public Works	11	97,213.28	72,675.00	99,076.00	84,651.78	84,333.50	112,944.00	95,992.00	126,812.00	109,774.78	82,284.80	(2,366.98)	-2.88%	94,588.00	(2,625.28)	-2.78%	106,891.20	(2,883.58)	-2.70%
11	Fire and Rescue Chief	9	95,451.75	72,675.00	90,429.00	84,155.33	84,333.50	106,254.00	95,992.00	122,079.00	106,748.17	82,284.80	(1,870.53)	-2.27%	94,588.00	(863.75)	-0.91%	106,891.20	143.03	0.13%
12	Judicial Assistant/Court Clerk III	9	44,177.72	34,927.00	42,370.00	37,924.47	39,986.00	48,308.00	45,045.00	56,804.80	50,430.97	38,584.00	659.53	1.71%	44,345.60	167.88	0.38%	50,107.20	(323.77)	-0.65%
13	Library Assistant II	6	40,618.20	32,157.00	39,480.00	35,177.80	36,649.50	46,389.00	41,142.00	53,298.00	46,058.60	34,340.80	(837.00)	-2.44%	39,468.00	(1,150.20)	-2.91%	44,595.20	(1,463.40)	-3.28%
14	Library Director	11	76,981.44	59,600.00	73,564.00	66,531.50	67,166.00	84,333.50	74,732.00	96,753.00	87,431.38	69,097.60	2,566.10	3.71%	79,414.40	2,432.96	3.06%	89,731.20	2,299.83	2.56%
15	Mechanic	10	52,682.50	42,994.00	49,223.00	45,988.14	49,889.00	57,875.50	52,894.00	66,528.00	59,117.00	43,347.20	(2,640.94)	-6.09%	49,826.40	(2,856.10)	-5.73%	56,305.60	(2,811.40)	-4.99%
16	Nutrition Site Manager	7	40,265.47	30,839.00	37,876.80	34,222.30	34,676.50	47,340.80	38,514.00	56,804.80	46,308.63	25,667.20	(8,555.10)	-33.33%	29,494.40	(10,771.07)	-36.52%	33,321.60	(12,987.03)	-38.97%
17	Parks Crewperson	10	48,154.38	37,876.80	46,821.00	42,086.35	40,560.00	53,770.00	41,600.00	61,827.00	54,114.76	40,892.80	(1,193.55)	-2.92%	47,008.00	(1,146.38)	-2.44%	53,123.20	(991.56)	-1.87%
18	Police Lieutenant	12	82,355.24	61,172.80	87,901.00	71,904.87	70,000.00	100,193.50	75,000.00	112,486.00	92,805.62	69,097.60	(2,807.27)	-4.06%	79,414.40	(2,940.84)	-3.70%	89,731.20	(3,074.42)	-3.43%
19	Police Sergeant	11	75,132.10	57,554.00	76,378.00	66,839.30	66,789.00	87,069.00	70,699.20	97,760.00	83,287.91	65,187.20	(1,652.10)	-2.53%	74,921.60	(210.50)	-0.28%	84,656.00	1,368.09	1.62%
20	Public Works Crewperson	14	51,595.13	37,876.80	54,182.00	45,131.71	45,130.50	60,924.00	51,017.00	67,666.00	57,858.98	40,892.80	(4,238.91)	-10.37%	47,008.00	(4,587.13)	-9.76%	53,123.20	(4,735.78)	-8.91%
21	DNU - Streets/Utilities Superintendent	11	70,736.61	56,534.00	65,323.00	60,962.56	64,469.50	75,755.00	72,384.00	87,101.00	80,510.67	69,097.60	8,135.04	11.77%	79,414.40	8,677.79	10.93%	89,731.20	9,220.53	10.28%
22	Police Chief	13	95,596.29	71,178.00	102,564.80	85,254.76	85,893.60	99,621.00	96,844.79	131,289.60	108,776.80	82,284.80	(2,969.96)	-3.61%	94,588.00	(1,008.29)	-1.07%	106,891.20	(1,885.60)	-1.76%
23	Village Administrator	9	112,939.01	83,704.00	110,362.00	98,790.67	96,259.50	123,736.50	108,815.00	137,935.00	127,658.29	87,235.20	(11,555.47)	-13.25%	100,266.40	(12,672.61)	-12.64%	113,297.60	(14,360.69)	-12.68%
24	Youth Services Librarian	7	57,070.25	42,425.00	60,299.00	49,273.00	49,874.50	70,709.50	57,212.00	81,120.00	64,867.50	43,347.20	(5,925.80)	-13.67%	49,826.40	(7,243.85)	-14.54%	56,305.60	(8,561.90)	-15.21%
	Averages	9.17											(2,301.98)	-4.80%		(2,506.01)	-4.85%		(2,742.28)	-4.85%
	DNU - did not use survey information																			

Note all 14 comparables were surveyed, the number of respondents refers to how many responded and had a comparable position. For those positions listed as DNU, additional communities were sought due to low compatibility within existing list of comparables.

Represents those positions where the ratio of the Range to Market is greater than 5% variance.

Represents those positions where the ratio of the Range to Market is between 3-5% variance.

Represents those positions where the ratio of the Range to Market is less than 3% variance.