



**Watertown City Council
Special Meeting
April 22, 2021
5:30 p.m.**

Mayor Steve Washburn
Lindsay Guetzkow
Adam Pawelk
Dan Schuette
Michael Walters

1. Call To Order And Roll Call
2. Adopt Agenda
3. New/Old Business
- 3.A. Pay Scale Adjustment To Grade 17

Documents:

[RFA - 4-22-21 PAY SCALE ADJUSTMENT - GRADE 17.PDF](#)

4. Adjournment

Members of the City Council and staff may convene immediately following the adjournment of the regular meeting at the Luce Line Lodge in a purely social event. Members of the public are welcome to attend.

309 Lewis Avenue South; P.O. Box 279, Watertown, MN 55388

Watertown City Council

April 22, 2021

Agenda Item: Pay Scale Adjustment to Grade 17

Request for Action: Adopt Resolution #2021-49, Approving Wage Scale Adjustment for Grade 17

Department: Shane Fineran, City Administrator

Background:

Following the special meeting held by the City Council on April 8 to review the performance of City Administrator Shane Fineran, Council members Schutte and Walters, per the Council bylaw procedures, requested that the Council consider the adjustment of the City Administrator pay scale. This item originally appeared on the April 13th City Council agenda but was tabled by the Council due to all members not able to be present. The item was to be considered at a special meeting or the next regular meeting of the City Council.

In August of 2020 staff presented salary comparison data from the League of Minnesota Cities of communities with a population of 4,000 to 10,000. In this study, the current scale was compared across these benchmarks at a 90% of market, 95% of market, and 100% of market comparison. 2021 salary data from LMC will not be available until June but taking the City’s adopted 2021 salary range for the City Administrator Grade 17 and applying similar comparison and cost of living adjustment metrics, a proposed range maximum for 2021 of \$126,571.80 could be considered as well as any of the percent to market comparisons at the 90%, 95%, or 100%.

2020 Market Analysis @
LMC Analysis Metro/Central Cities 4,000 - 10,000

City's Position Title	WATERTOWN SCALE		2020 LMC WAGE SCALE			2020 LMC WAGE SCALE			2020 LMC WAGE SCALE			Proposed 2021 Salary Max	%
	2021 Min	2021 Max	90% MIN	90% MAX	% Chg	95% MIN	95% MAX	% Chg	100% MIN	100% MAX	% Chg		
City Administrator	\$89,192.00	\$111,389.00	\$88,749.90	\$111,681.00	0.3%	\$93,680.45	\$117,885.50	5.8%	\$98,611.00	\$124,090.00	11.4%	\$126,571.80	13.6%

Funding Source:

General Fund, Enterprise Funds, EDA Fund>City Administrator Salary

Attachments:

Resolution #2021-49

**CITY OF WATERTOWN
RESOLUTION NO. 2021-48**

**RESOLUTION APPROVING
WAGE SCALE ADJUSTMENT**

WHEREAS, the City of Watertown (the “City”) has provided for step movements of employees on the approved pay scale; and

WHEREAS, the City Council has reviewed market conditions of comparable sized cities for the City Administrator position and have determined that an adjustment to the scale is warranted; AND

WHEREAS, in evaluating comparable wage data, application of the approved cost of living adjustment for 2021, the City Council as determined that a wage scale max at Step 10 of Grade 17 should be \$126,571.80; and

WHEREAS, Shane Fineran has met the satisfactory performance of his position for the past year and as evaluated at a Special Meeting on April 8, 2021; and

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Watertown, Minnesota, hereby approves placement of Shane Fineran at Step 10 of Grade 17 of the approved pay scale effective the pay period ending April 23, 2021; and

BE IT FURTHER RESOLVED that the City Council of the City of Watertown reserves the ability to further adjust the approved wage scale for all employees, including that of the City Administrator pending the results of the approved compensation study as approved via Resolution #2021-48 or as they see fit, regardless of compensation impact to all employees.

Adopted by the City Council of the City of Watertown this 22nd day of April 2021.

Steve Washburn, Mayor

ATTEST: _____
Lynn Tschudi, Administrative Services Director