



REGULAR MEETING

September 25, 2019

1:00 p.m.

PITTSFIELD TOWNSHIP COMPENSATION COMMISSION MINUTES

Members Present: Vineet Katial, Tom McDole, Stu Simon, Ishwar Naik

Members Absent: Ed Shaffran

Others Present: Rita Lee (Recording Clerk), Director Patricia Denig, Christina Lirones

1. Meeting Called to Order

Commissioner McDole called the meeting to order at 1:05 p.m.

2. Pledge of Allegiance

Commissioner McDole led the Pledge of Allegiance.

3. Public Comment

None

4. Establish Quorum

A quorum was present.

5. Approve Minutes of the Compensation Commission held on September 20, 2019

Commissioner Simon requested to add to section 7c. that Director Denig noted non-union employees have received a 3% increase for the 2019 and 2020 calendar years.

Commissioner McDole requested that the last line in section 7c. be redacted.

Moved by Commissioner Simon, supported by Commissioner McDole, to approve the minutes of the Compensation Commission meeting held on September 20, 2019 as amended.

MOTION CARRIED

6. Election of Secretary

Moved by Commissioner Katial, supported by Commissioner Naik, to elect Commissioner Simon as Secretary of the Compensation Commission.

MOTION CARRIED

7. Definition of Task

Commissioner McDole provided the Commission with a worksheet (see Attachment 1).

Commissioner Simon provided the Commission with an updated table comparing the total budget of comparable jurisdictions to their respective supervisors' salaries (see Attachment 2).

Director Denig provided the Commission an updated copy of the 2019 Comparable Data table (see Attachment 3) to reflect that Plymouth Township data was included, and explaining acronyms GF=general fund, PS=public safety, W&S=water & sewer, FT=full-time and PT=part-time notations.

8. Review follow-up data requests

a. Local Elected Official Salaries and Budget Size Comparison

Commissioner Simon led the discussion on the local Elected Official salaries and budget size comparison table (Attachment 2). He believed that this table does show a trend indicative of increasing salaries, but also expressed reservations over raising the Township Supervisor's salary solely based on the size of the Township's budget.

9. Discussion

The Commission agreed that an increase is reasonable, and set the minimum percentage increase to 3% to keep up with inflation and the Midwest Consumer Price Index (CPI).

Commissioner McDole stated that as long as the increase is reasonable and defensible, there is no need to set a percentage increase cap for this discussion. Director Denig also reminded the Commission that the recommendation produced through resolutions by this Commission will either be adopted or rejected by the Board of Trustees, but the Board cannot modify it to a smaller or larger amount than what the Commission recommends. Commissioner McDole noted this happened to the City of Ann Arbor (see Prior Minutes, Attachment 1).

Commissioner Katial believed that the raise should be above the increase in CPI and inflation, as a raise that matches these numbers would effectively not be a raise in take home pay.

Commissioner Simon believed 3% was reasonable, based on the raises non-union Township employees were given in 2019 and 2020.

Commissioner Naik led the discussion on whether the salaries of elected positions has served as an incentive to run for office.

Commissioner Katial believed the increase for Supervisor, Clerk, and Treasurer should be higher than 3% to reflect the health of the economy. He considered a 3% increase in 2019, and then a 3% increase in 2020.

The Commission reviewed the inflation rates from 2016 to 2019 in addition to the Midwest CPI. After reviewing the data, and deciding not to factor in the Township's population and budget, Commissioner McDole offered 3.25% as the recommended increase for Supervisor, Clerk, and Treasurer.

Moved by Commissioner Simon, supported by Commissioner Naik, to increase the Supervisor's, Clerk's, and Treasurer's salaries by 3.25% for 2019 and another 3.25% for 2020.

Director Denig stated that the data from 2008-2020 has shown that the elected officials have historically received the lowest wage increases out of all the Township employee groups.

ROLL CALL:

AYES: McDole, Simon, Naik
NAYS: None
ABSENT: Shaffran
ABSTAIN: Katial

MOTION CARRIED

Commissioner Simon stated that the Township Trustee position is more of a civic duty, and has always been on the lower end.

Director Denig stated that there have been no attendance concerns from the current Board, and there has been no issue with finding people to run for the position of which she is aware.

Moved by Commissioner Simon, supported by Commissioner Katial, to recommend a 3% salary increase plus a \$100.00 per meeting stipend for the position of Township Trustee.

ROLL CALL:

AYES: Katial, McDole, Simon, Naik
NAYS: None
ABSENT: Shaffran
ABSTAIN: None

MOTION CARRIED

Director Denig stated that she was not aware of any issues with finding people to run for the position of Township Parks Commissioner.

Commissioner Simon asked if the Commission should factor in the Parks and Recreation Budget.

Commissioner McDole noted that in the past Parks Commissioners received a \$50.00 per meeting stipend, which increased to \$100.00 in 2013.

Commissioner Naik proposed increasing the per meeting stipend to \$150.00 after learning that Planning Commissioners receive a \$200.00 per meeting stipend.

Moved by Commissioner Katial, supported by Commissioner McDole, to keep the Parks Commissioners' salaries at \$0.00, and to increase the per meeting stipend to \$150.00.

Commissioner Simon noted the differences in responsibilities between Planning Commissioners and Parks Commissioners.

ROLL CALL:

AYES: Katial, McDole, Simon, Naik
NAYS: None

ABSENT: Shaffran
ABSTAIN: None

MOTION CARRIED

10. Other Business

a. Meeting Dates

Commissioner McDole confirmed that all the duties of the Commission have been fulfilled, and therefore there is no need to establish future meeting dates for this year.

The Commission went into a recess at 2:15 p.m.

The Commission reconvened at 2:34 p.m.

The Commission reviewed draft resolutions #19-01, #19-02, and #19-03.

Commissioner Katial requested data explaining outlier data for when the Commission meets in 2021.

Moved by Commissioner Katial, supported by Commissioner Simon, to adopt Resolution #19-01, a Resolution to Determine Salaries for Supervisor, Clerk and Treasurer.

ROLL CALL:

AYES: McDole, Simon, Naik
NAYS: None
ABSENT: Shaffran
ABSTAIN: Katial

MOTION CARRIED

Moved by Commissioner Katial, supported by Commissioner Simon, to adopt Resolution #19-02, a Resolution to Determine Salaries for Township Trustees.

Commissioner Katial requested an amendment to Resolution #19-02 to include, “based on a 3% increase.”

ROLL CALL:

AYES: Katial, McDole, Simon, Naik
NAYS: None
ABSENT: Shaffran
ABSTAIN: None

MOTION CARRIED

Moved by Commissioner Naik, supported by Commissioner Katial, to adopt Resolution #19-03, a Resolution to Determine Salaries for Township Parks Commissioner.

ROLL CALL:

AYES: Katial, McDole, Simon, Naik

PITTSFIELD CHARTER TOWNSHIP
Compensation Commission
Held September 25, 2019

NAYS: None
ABSENT: Shaffran
ABSTAIN: None

MOTION CARRIED

11. Next Meeting and Task Summary

None

12. Public Comment

Christina Lirones thanked the Commission for their hospitality.

13. Close Meeting

Moved by Commissioner Katial, supported by Commissioner Naik, to adjourn the meeting at 2:50 p.m.

The Commission reconvened at 2:53 p.m.

The Commission tentatively set the next meeting date for Tuesday, September 14, 2021 at 1:00 p.m.

The meeting ended at 2:55 p.m.


Jill Mitchell, Recording Clerk

9/24/21
Date


Ishwar Naik, Secretary

9/24/21
Date

MINUTES APPROVED AS SUBMITTED AT THE PITTSFIELD CHARTER TOWNSHIP
COMPENSATION COMMISSION HELD SEPTEMBER 14, 2021.

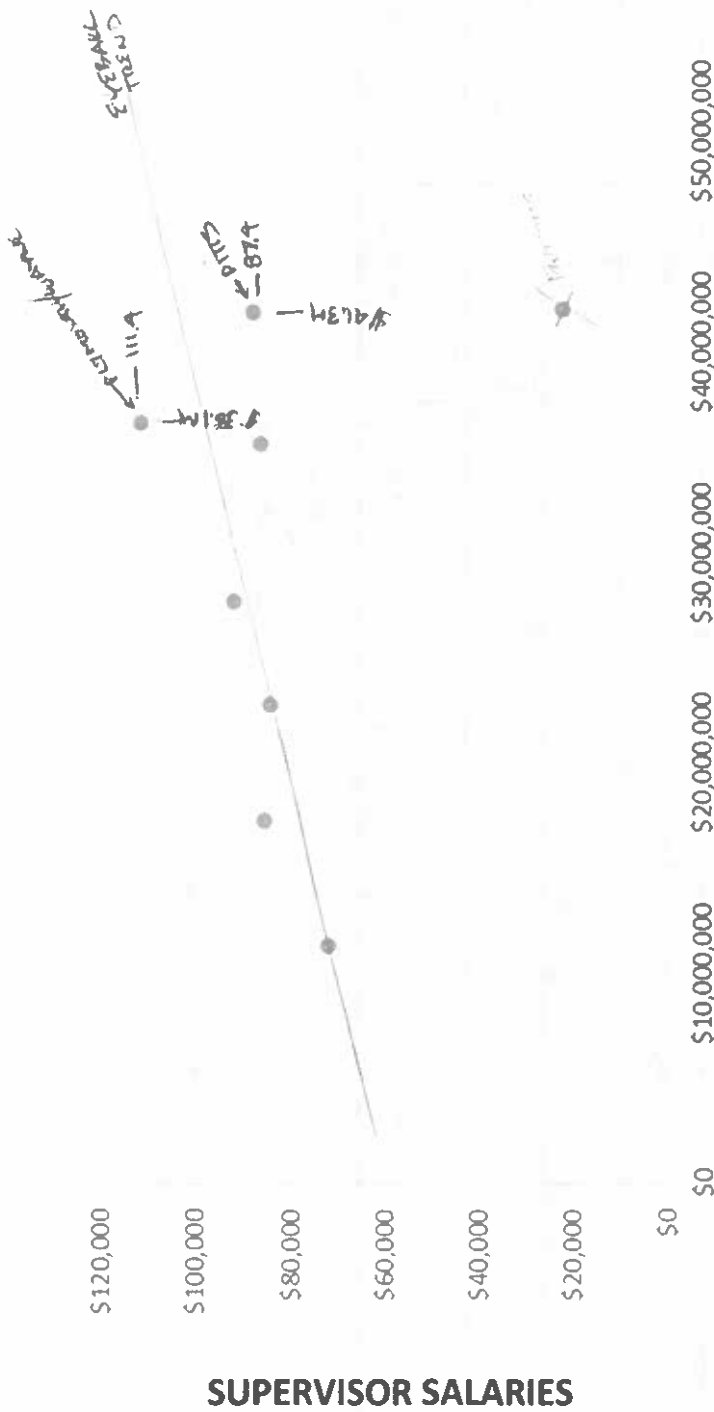
Pittsfield Charter Township
 Compensation Commission

2019 - 2021 Salary/Stipend Recommendations

| Position | Current Salary | 2019 - 2020 | | 2020 - 2021 | |
|------------|----------------|-------------|----|-------------|----|
| | | % Increase | \$ | % Increase | \$ |
| Supervisor | \$87,499.36 | | | | |
| Clerk | \$83,123.82 | | | | |
| Treasurer | \$83,123.82 | | | | |
| Trustees | \$5,200.00 | | | | |

| Position | Current Stipend | | | | |
|-------------------|-----------------|--|--|--|--|
| Park Commissioner | \$100.00 | | | | |

COMPARISON OF TOTAL BUDGET TO SUPERVISOR SALARIES - 2019



TOTAL BUDGET

(a) CONCLUSION: INCREASE TO PITTS IS JUSTIFIED.
 (b) AN INCREASE OF 16.7% WOULD BE NEAR TO PUT SALARY ON VERBALE LINE (TOO MUCH!)
 (c) PITTS HAS HIGHER BUDGET OF ALL COMPARABLES

PITTSFIELD CHARTER TOWNSHIP
 Compensation Commission
 Held September 20, 2019
 Attachment 3

| 2019 COMPARABLE DATA ELECTED OFFICIALS & TRUSTEE COMPENSATION | | | | | | | | | | |
|--|---|---|--|------------------------------------|---|---|---|-------------------------------------|---|--|
| Township: | Ann Arbor ¹ Washtenaw | Bedford Monroe | Commerce ³ Oakland | Independ ² Oakland | Meridian ⁴ Ingham | Plymouth Wayne | VanBuren ⁵ Wayne | Ypsilanti ⁶ Washtenaw | AVERAGE ⁷ | Pittsfield Washtenaw |
| County: | 8,217,852,850 | 1,281,749,228 | 2,720,532,270 | 2,118,261,750 | 2,070,653,588 | 2,272,279,260 | 1,321,888,000 | 1,747,463,800 | 1,933,261,128 | 2,481,946,800 |
| Population: | 117,000 | 30,798 | 36,777 | 36,330 | 42,414 | 26,835 | 29,853 | 55,340 | 36,907 | 38,435 |
| Budget: | \$111,728,766 GF; \$47,088,372 PS; \$34,218,546 W&S | \$5,480,000 GF; \$1,805,000 PS; \$4,045,000 W&S | \$6,683,021 GF; \$9,458,922 PS; \$11,518,200 W&S | \$5,534,474 GF; \$11,675,609 PS | \$21,852,705 GF; \$12,236,710 PS; \$7,413,036 W&S | \$13,793,087 GF; \$8,775,535 PS; \$13,517,000 W&S | \$15,502,896 GF; \$8,668,711 PS; \$10,937,728 W&S | \$8,893,104 GF; \$13,855,666 PS | \$11,105,612 GF; \$9,496,593 PS; \$14,625,644 W&S | \$15,311,321 GF; \$11,418,750 PS; \$14,625,644 W&S |
| # of FT=Full-Time, PT=Part-Time, & Seasonal EE's: | 704 FT; 23 PT &Temp: 284 Seas. | 24 FT; 8 PT; 4 Seas.; 33 Vol. FF | 58 FT; 20 PT; 20 POC FF; 2 Seas. | 87 FT; 60 PT; 113 Seas. | 151 FT; 30 PT; 20 Seas. | 95 FT; 11 PT; 50% mtg or > | 110 FT; 56 PT; 44 Seas. | 103 FT; 12 PT; 52 Seas. | 90 FT; 28 PT; 36 Seas. | 131 FT; 10 PT; 182 Seas. |
| Attendance policy: | | | No | No | | | Yes | | | No |
| Supervisor salary | \$223,600 | \$71,746 | \$91,858 | \$85,321 | \$21,651 | \$111,384 | \$86,000 | \$84,236 | \$88,457 | \$87,499 |
| Salary Determined By | HR/Ldrshp Team | Comp. Comm. | Board of Trustees | Board of Trustees | Comp. Comm. | Comp. Comm. | Board of Trustees | Board of Trustees | | Comp. Comm. |
| Hrs. Worked per week | 40 | Not Specific | 37.5+ | flexible | Part-Time | 60+ | 40 | 40 | 40 | 40+ |
| Clerk salary | \$106,724 | \$70,063 | \$86,613 | \$78,030 | \$73,762 | \$101,410 | \$82,606 | \$84,236 | \$82,388.57 | \$83,124 |
| Salary Determined By | HR/Ldrshp Team | Comp. Comm. | Board of Trustees | Board of Trustees | Comp. Comm. | Comp. Comm. | Board of Trustees | Board of Trustees | | Comp. Comm. |
| Hrs. Worked per week | 40 | Not Specific | 37.5+/week | flexible | 40 | 60+ | 40 | 40 | | 40 |
| Treasurer salary | \$108,000 | \$70,063 | \$86,613 | \$78,030 | \$73,762 | \$101,410 | \$82,606 | \$84,236 | \$82,388.58 | \$83,124 |
| Salary Determined By | HR/Ldrshp Team | Comp. Comm. | Board of Trustees | Board of Trustees | Comp. Comm. | Comp. Comm. | Board of Trustees | Board of Trustees | | Comp. Comm. |
| Hrs. Worked per week | 40 | 40 | 37.5+/week | flexible | 40+ | 60+ | 40 | 40+ | | 40 |
| Trustee salary/per mtg rate | \$16,232 | \$12,568 | \$150/mtg.; (\$1,800/yr.) | \$410/mtg.; (\$9,840/yr.) | \$10,409 | \$11,745 | \$15,812 | \$625/mtg.; (\$15,000/yr.) | \$12,633.50 | \$5,200/salary plus \$100/mtg |
| Salary Per Diem Determined By | Loc. Off. Comp. Comm. | Comp. Comm. | Board of Trustees | Board of Trustees | Comp. Comm. | Comp. Comm. | Board of Trustees | Board of Trustees | | Comp. Comm. |
| Hrs. Worked | | 24 mtg/yr. | 12 mtg/yr. | 24 mtgs/yr. | as necessary | 15 mtgs./yr | 40 hrs. | Not Specific | | 19 mtgs/yr |
| Change from 2017 | | | | | | | | | | |
| Supervisor | 3.80% | 2.70% | 4.80% | 3.90% | 1.80% | 0.00% | No Data for 2019 | 5.70% | 3.15% | 4.00% |
| Clerk | 5.30% | 4.30% | 4.80% | -5.10% | 2.00% | 0.00% | No Data for 2019 | 5.70% | 1.95% | 4.00% |
| Treasurer | -7.50% | 4.30% | 4.80% | -5.10% | 2.00% | 0.00% | No Data for 2019 | 5.70% | 1.95% | 4.00% |
| Trustee | N/A | 3.30% | 0.00% | 1.10% | 2.00% | 0.00% | No Data for 2019 | 0.00% | 1.07% | 4.00% |

¹ Ann Arbor not included in averages (outlier). Also, City Administrator position is appointed (not elected).
² Ann Arbor & Independence -- New person in position hired in at lower salary than person who left.
³ Commerce Twp. Sprvsr/Clerk/Treasurer each receive \$100/month car allowance.
⁴ Meridian Twp. Sprvsr salary not included in average due to part-time position.
⁵ VanBuren is unable to provide data due to workload at this time.
⁶ Ypsilanti Twp. Sprvsr receives \$6,000 annual auto allowance.
⁷ Trustee salary average ONLY includes Twp. paying Salary (NO per mtg rates for Commerce, Independence and Ypsilanti Twp.); NOTE: Average Change from 2017 DOES include both pay types.
 9/25/2019