RESOLUTION NO. 2021-33
NON-UNION WORKING RESOLUTION FOR 2022

THE COMMON COUNCIL OF THE CITY OF RHINELANDER DOES HEREBY RESOLVE AS FOLLOWS:

WHEREAS, the Common Council deems it desirable to establish salary and benefits for the non-union city employees, city officials; and

WHEREAS, said committee has established a salary schedule;

WHEREAS, this resolution replaces all previous Non-Union Working Resolutions and is effective January 1, 2022, beginning of the first full pay period in 2022.

NOW, THEREFORE, BE IT RESOLVED that the following hourly rates and benefits schedule shall be established and revised for the City of Rhinelander employees designated by job title effective upon passage.

TITLE	**2021**	**2022**	
City Clerk	$28.29	$29.00	
Deputy Clerk*	$20.41	$21.24	
City Engineer	$	$	*Vacant*
Finance Asst./Utility Billing*	$25.27	$25.65	
Finance Director/Treasurer	$34.37	$35.80	
Fire Chief (1)	$42.79	$42.79	
Fire Deputy Chief	$26.24	TBD	
Human Resource Manager	$30.53	$31.29	
Bldg. Insp./Zoning Administrator	$35.27	$35.80	
IT Coordinator	$29.06	$30.19	
Insp. Administrative Assistant	$17.06	$17.77	
Lab Technician (WWTP Operator)*	$26.15	$26.79	
Mechanic*	$20.77	$21.66	
Parks Foreman	$30.81	$32.05	
Parks Lead*	$27.82	$28.48	
Parks Maintenance Worker*	$20.38	$21.17	
Police Administrative Assistant III*	$22.46	$23.37	
Police Captain (1)	$37.09	$37.65	
Police Chief (1)	$43.14	$43.79	
Police Custodian**	$14.42	$15.14	
Police Administrative Assistant II*	$18.92	$19.70	
Fleet Manager	$27.42	$27.83	
Streets Lead Man*	$23.39	$24.59	
Street Foreman	$29.32	$30.52	
Streets Maintenance Worker*	$20.38	$21.24	
Streets Maintenance Worker*	$24.78	$24.78	
Streets Maintenance Worker*	$24.12	$24.12	
Light Equipment Operator*	$24.12	$24.34	
Light Equipment Operator*	$24.78	$24.95	
Streets Maintenance Worker*	$	$	*Vacant*
Utility Collection System Equipment Operator*	$22.46	$22.80	
Water Foreman	$33.08	$33.58	
Water Meter Reader & Maint.* *Anticipated retirement*	$25.24		
WWTP Foreman	$30.07	$32.05	
WWTP Operator I*	$23.02	$23.95	
WWTP Operator II*	$25.03	$26.94	
WWTP Operator I*	$25.76	$26.56	

FOOTNOTES

(1) Fire chief, Police chief and police captain each receive an annual clothing allowance of $500.00.
* Full-time Hourly Positions.
** Part-time Hourly Positions with prorated benefits.

GENERAL PROVISIONS

1. City Hall Hours: Monday through Friday (except designated holidays), 8:00 a.m. to 4:30 p.m.

2. Hourly Positions: Are paid time and one-half overtime pay for any work over 40 hours per week and any work outside the normal scheduled hours; or receive time and one-half compensatory time at the discretion of the employee. Work for other departments than those to which the administrative assistants are assigned will be determined by the city administrator. Paid time off will count towards worked time in calculating overtime.

3. Each non-union employee for whom a position has been authorized by the Common Council shall be interviewed and hired initially by the city administrator and appropriate department head.

4. Employees covered by this resolution may not accept other employment which compensates the employee with anything of value in excess of $5,000.00 per year unless a greater amount is authorized by the city administrator. Any outside employment must not conflict with the employee's job duties required by the city.

FRINGE BENEFITS

A. Vacation - All regular employees shall receive vacations with pay at their regular rate of pay according to the following schedule:

1. Fifty-Two (52) hours of vacation after one year of service.
2. One Hundred Four (104) hours of vacation after three years of service.
3. One Hundred Fifty-Two (152) hours of vacation after seven years of service.
4. One Hundred Eighty (180) hours of vacation after eleven years of service.
5. Two Hundred Four (204) hours of vacation after fifteen years of service.
6. Two Hundred Fifty-Six (256) hours of vacation after twenty years of service.

Regular employees may bank forty (40) hours of unused vacation from one year to the next. Employees are allowed to cash out up to 40 hours of vacation leave per year mid-November as long as they have an additional 40 hours remaining to roll to the next year.

B. Sick Leave.

1. Sick leave credit shall be accumulated at the rate of one day for each month of employment.

2. Sick Leave Payout. Upon retirement or death, non-union employees shall receive their unused sick leave, up to a maximum of 1,000 hours, valued at their then-current rate of pay, in a lump sum payment. Such payment shall be deposited into a Voluntary Employee Benefit Account (VEBA), to reimburse the retiring employee for health insurance premiums paid after retirement.

C. Wellness Days - After accumulating forty-eight (48) days of sick leave, if during the next calendar year, an employee does not use any sick leave, that employee will be granted three (3) days off with pay the following year. If the employee uses only one (1) sick leave day, that employee will be granted two (2) days off with pay. If the employee uses two or more sick leave days in that calendar year, the employee will receive no bonus wellness days. These wellness days will not be deducted from the employee's accumulated sick leave credit.

D. Funeral Leave - Employees shall be granted three days of leave with pay to attend the funeral in the event of a death in the employee's immediate family. "Immediate family" shall be defined as: father, mother, step-father, step-mother, wife, husband, child, stepchild, brother, sister, father-in-law, mother-in-law, brother-in-law, sister-in-law, grandparents and grandchildren.

1. This provision limits leave of absence with pay to a maximum of three days. Funeral leave without pay may extend beyond three days if the employer agrees.

E. Retirement.

1. The employer and employee will pay contributions to the Wisconsin Retirement System per state statutes.

F. Insurance Agreements:

Life Insurance & ICI – employees eligible for WRS shall be eligible for life insurance under the state group life insurance policy and income continuation insurance under the state policy.

Health Insurance – After thirty (30) days employment, all regular employees may participate in the hospital and surgical insurance program, including major medical coverage. Annually, the city will adopt a plan or plans which will also contain the premium split between employee and employer and other plan coverage structure.

Dental & Vision Insurance – After thirty (30) days employment, all regular employees may participate in a dental and vision insurance program as offered by the city.

H. Holidays - New Year's Day, Good Friday, Memorial Day, July 4, Labor Day, Thanksgiving Day, and the Friday following, December 24, December 25, and three floating holidays.

I. Educational Incentive - The city may reimburse an employee who has successfully completed his or her probationary period for the cost of books and tuition incurred when enrolled in a course program at Nicolet Area Technical College. If the employee elects to participate in an advanced course of education at an institution or college other than Nicolet Area Technical College, the city will reimburse the employee for the cost of books and tuition not to exceed the Nicolet Area Technical College resident costs for books and tuition. All employees must receive a grade of "C" or better to receive reimbursement for each course the employee enrolls in. No reimbursement shall be made on repetitive courses. In order to qualify for this educational incentive, the employee must do all of the following:

1. Receive approval from their appropriate department head, and from the City of Rhinelander Common Council, prior to enrolling into the course of education.
2. Course must reasonably relate to the employee's job duties and will assist the employee in performing his or her job for the City of Rhinelander.
3. Demonstrate to the city council that the time taken for the course and its required study will not conflict with the time required for the employee to perform his or her work duties for the City of Rhinelander.

J. Safety Shoes - Each employee listed in the Non-Union Working Resolution whose position requires the use of safety shoes for work is entitled to reimbursement of up to $100.00.

K. Non-Union Concession Leave. Per Resolution No. 2012-07.

L. Salaried Employees Hours of Work: It is recognized that salaried employees are expected to devote substantial time outside normal office hours and in excess of forty (40) hours per week to city business. Salaried employees shall not be eligible for overtime pay or compensatory time off but are expected to perform the necessary work. Employees shall exercise reasonable discretion in taking time off during regular business hours when appropriate, as long as his/her work is performed in a timely and appropriate manner.

M. Entire Agreement - This resolution represents the entire agreement between the City of Rhinelander and the non-union employees, and it provides for all the rights and duties regarding employment for the employees listed herein. Any claim or employee benefit not specifically addressed in this resolution requires committee and council approval prior to the employee receiving such right or benefit.

CERTIFICATE

STATE OF WISCONSIN)
) ss.
COUNTY OF ONEIDA)

I, Theresa Lassig, City Clerk of the City of Rhinelander, do hereby certify that the foregoing resolution was duly adopted at a meeting of the Common Council of the City of Rhinelander, held at City Hall on the 13th of December 2021 at 6:00 p.m., the vote on the resolution being __ Aye and __ Nay, and published in the Rhinelander Daily News on the___day of ____, _____.

_____

Theresa Lassig, City Clerk
City of Rhinelander,
Oneida County, Wisconsin