

**CITY OF WAUSAU HUMAN RESOURCES COMMITTEE  
MINUTES OF OPEN SESSION**

DATE/TIME: September 8, 2025, at 4:45 p.m.  
LOCATION: City Hall (407 Grant Street) – Council Chambers  
MEMBERS PRESENT: Becky McElhaney (C), Terry Kilian (VC), Chad Henke, Michael Martens, Vicki Tierney  
MEMBERS ABSENT:  
Also Present: Mayor Diny, Lisa Nowak

**Human Resources Report for August 2025.**

No questions were brought forward.

**Discussion and possible action approving 2026 and 2027 Health, Dental, and Supplemental Insurance Plan inclusion of CCIT.**

Nowak said that CCIT has asked to be included on the City's insurance since 2012 and Human Resources has received confirmation that they would like to again be included for the next two years.

Motion by Kilian to approve 2026 and 2027 health, dental, and supplemental insurance plan inclusion of CCIT. Second by Martens. All ayes. Motion passed 5-0.

**Discussion and possible action approving 2026 benefit design for City and CCIT employees.**

Nowak explained that the City went to market and received two bids for insurance, and decided to go with the current Aspirus plan again. There will be a 9.5% increase, which was promised to the City last year, with no changes to the plan design.

Tierney asked if it was ever considered to have the employees pay more than 12% of the insurance premiums? Nowak said that 12% is the minimum that the state requires employees to pay. Tierney said with rising costs of insurance, raising the contribution amount may be something to look into to save the City some money.

Motion by Tierney to approve the 2026 benefit design for City and CCIT employees. Second by Kilian. All ayes. Motion passed 5-0.

**Discussion and possible action amending the Employee Handbook Section 5.15 – Clothing and Equipment.**

Nowak explained that currently employees who are required to wear safety boots are reimbursed 50% of the cost, up to \$125.00. This change would be to provide a flat reimbursement of up to \$125.00 per year for safety boots.

Kilian stated that she would like the policy to remain as it is and felt that this would open the door to other reimbursement policies being changed in the same way.

Dustin Kraege, the Public Works Superintendent, explained that employees are currently purchasing multiple pairs of boots to receive the full \$125 reimbursement amount. This change would allow an employee to purchase one pair and receive the full reimbursement amount with their receipt.

APPROVED

Tierny asked if the money is being paid upfront? Kraege said no, a receipt is required. Tierny asked if an employee purchased a pair of boots for \$150, would they receive the full \$125? Kraege said yes. Tierny said she doesn't think this is a good business practice.

Henke said that he understands what employees are doing, as it is the same where he works, and he doesn't think the City will be spending more money, so he doesn't have an issue with the change.

Martens said that the amount for the reimbursement was changed a few years ago due to the cost increase of boots. Martens said that employees receive a flat rate for tools, cold weather gear, and safety glasses, so it would make sense to offer a flat rate for safety boots as well.

McElhaney asked about the reimbursement process and if employees are required to wear a specific type of safety boot. Kraege outlined the process the department uses for reimbursement and said that they do not required specific boots, only that they are safety toed.

Motion by Martens to amend Employee Handbook Section 5.15 – Clothing and Equipment as outlined. Second by Henke. Motion passed 3-2 (*Kilian and Tierny were the dissenting votes*).

**Discussion and possible action approving the Reasonable Accommodations for Pregnant Workers Policy.**

Nowak explained that this policy follows best practices for accommodations to pregnant workers but includes more details as to what the accommodations include under the PWFA and how to request accommodations.

Kilian asked if this was brought up because of a problem or if it's just an update to the handbook? Nowak said it is just an update.

Martens asked what happens after childbirth if an employee needs accommodations? Nowak said that would be covered under FMLA or short-term/long-term disability accommodations.

Motion by Henke to approve the Reasonable Accommodations for Pregnant Workers policy. Second by Kilian. All ayes. Motion passed 5-0.

**Adjournment.**

Motion by Kilian to adjourn. Second by Tierny. Meeting was adjourned.

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Rebecca McElhaney  
Human Resources Committee, Chair

Video available: <https://www.youtube.com/watch?v=z3qTXpAvIII>