



OFFICIAL NOTICE & AGENDA JOINT MEETING

MEETING:	Joint Human Resources Committee and Finance Committee	MEMBERS:	
DATE/TIME:	Monday, September 14, 2026, at 4:45 PM	Vicki Tierney (C)	Michael Martens (C)
LOCATION:	Wausau City Hall — Council Chambers 407 Grant Street, Wausau WI, 54403	Michael Martens (VC)	Sarah Watson (VC)
		Lou Larson	Tom Neal
		Terry Kilian	Vicki Tierney
		Andrew Wiskowski	Matt Hoenecke

Joint Human Resources Committee and Finance Committee

1 Discussion and possible action.

- a. Approving 2027 Benefit Design for City of Wausau and City-County Information Technology Commission Employees.

Human Resources Committee

1 Public comment on agenda items and reading of the City of Wausau Public Comment Statement.

2 Consideration of the minutes of the preceding meeting(s).

August 10, 2026 Regular Human Resources Committee Minutes

3 Discussion and possible action.

- a. Consideration of ATU Local 1168 Union grievance regarding an employee termination.

4 Closed Session.

Adjourn to Closed Session pursuant to Wisconsin State Statute § 19.85(1)(c) for considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility and Wisconsin State Statute § 19.85(1)(f) for considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration or specific personnel problems or the investigation or charges against specific persons were par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories, or date, or involved in such programs or investigations, for the purpose of considering ATU Local 1168 union grievance regarding an employee termination.

5 Reconvene into Open Session, if necessary, to take action on Closed Session items.

6 Adjournment.

Vicki Tierney, Chairperson
Michael Martens, Chairperson

NOTICE POSTED AT CITY HALL (407 GRANT STREET) AND
TRANSMITTED TO THE OFFICIALLY DESIGNATED NEWSPAPER

DATE: 09/09/2026
TIME: 2:00 PM
POSTED BY: Kody Hart



This meeting can be viewed on
YouTube and Channel 981 on Cable TV

In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990 (ADA), the City of Wausau will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs or activities. If you need assistance or reasonable accommodations in participating in this meeting or event due to a disability as defined under the ADA, please call the ADA Coordinator at (715) 261-6622 or ADAServices@wausauwi.gov to discuss your accessibility needs. We ask your request be provided a minimum of 72 hours before the scheduled event or meeting. If a request is made less than 72 hours before the event the City of Wausau will make a good faith effort to accommodate your request.



City of Wausau
(715) 261-6500 | clerk@wausauwi.gov
wausauwi.gov



Human Resource Committee Packet

September 14, 2026

Agenda Item

Discussion and possible action approving the 2027 benefit design for City and CCIT employees.

Background

As part of the City of Wausau's total compensation package, employees are offered a comprehensive selection of benefit programs designed to support their health, financial well-being, and individual needs. The City's benefit offerings include group Health, Dental, Vision, Long-Term Disability (LTD), and Accident Insurance programs. Employee premium contributions continue to be administered in accordance with the applicable provisions of the Employee Handbook.

The City continues to work with USI Insurance Services to review plan performance, market conditions, regulatory requirements, and opportunities to provide employees with meaningful benefit choices while responsibly managing costs. Through this process, the City successfully negotiated a 9.6% increase in Health Insurance premiums and a 0% increase in both Dental and Vision Insurance premiums.

The City has also expanded its voluntary benefit offerings by adding Hospital Indemnity Insurance, Critical Illness Insurance, and Pet Insurance. These optional benefits provide employees with additional choices to meet their individual and family needs. Employees who elect these voluntary benefits will pay 100% of the premium cost.

Overview of Proposed Benefit Design

1. Continue the City's core Health, Dental, Vision, LTD, and Accident Insurance offerings. For 2027, the City negotiated a 9.6% increase in Health Insurance premiums with plan design changes, no increase (0%) in Dental or Vision Insurance premiums.
2. Adjust applicable HSA contribution limits as necessary to remain aligned with IRS regulations.
3. Continue the City's HSA employee match of up to \$600 for single coverage and \$1,200 for family coverage, based on the City's matching requirements.
4. Adjust applicable FSA contribution limits to remain aligned with IRS regulations.
5. Offer Hospital Indemnity Insurance as a voluntary benefit, with employees responsible for 100% of the premium cost.
6. Offer Critical Illness Insurance as a voluntary benefit, with employees responsible for 100% of the premium cost.
7. Offer Pet Insurance as a voluntary benefit, with employees responsible for 100% of the premium cost.

Staff Recommendation

Staff recommends approval of the benefit design as presented. The expanded voluntary benefit options enhance employee choice while creating no additional premium expense to the City for Hospital Indemnity, Critical Illness, or Pet Insurance coverage.

Staff Contact

Anne Keenan | 715-261-6632

City of Wausau

HEALTH COVERAGE PLANS

Carrier				
	2026 Aspirus Signature HMO		2027 Aspirus Signature HMO	
Provider Network/Plan Type	In-Network	Out-of-Network	In-Network	Out-of-Network
Deductible				
Single	\$1,700	Not Applicable	\$3,000	Not Applicable
Family	\$3,400	Not Applicable	\$6,000	Not Applicable
	If Employee contributes to the HSA, City will match the contribution annually up to \$600 Employee /\$1,200 Family. The City's payments will be made semi-monthly to the HSA account.		If Employee contributes to the HSA, City will match the contribution annually up to \$600 Employee /\$1,200 Family. The City's payments will be made semi-monthly to the HSA account.	
Coinsurance	20%	Not Applicable	20%	Not Applicable
Out-of-Pocket Max	<i>Includes Deductible</i>	Not Applicable	<i>Includes Deductible</i>	Not Applicable
Single	\$2,650	Not Applicable	\$3,950	Not Applicable
Family	\$5,300	Not Applicable	\$7,900	Not Applicable
Lifetime Maximum	Unlimited		Unlimited	
Office Visits				
Primary Care	Deductible then \$30 copay then 20%		Deductible then \$30 copay then 20%	
Specialist	Deductible then \$60 copay then 20%		Deductible then \$60 copay then 20%	
Routine/Preventive Care	100% Coverage		100% Coverage	
Inpatient Hospital Services	Ded, 20% Coins		Ded, 20% Coins	
Outpatient Hospital Services	Ded, 20% Coins		Ded, 20% Coins	
Urgent Care	Deductible then \$100 copay then 20%		Deductible then \$100 copay then 20%	
Emergency Room	Deductible then \$200 copay then 20%		Deductible then \$200 copay then 20%	
Prescription Drugs	<i>After Deductible is Met</i>		<i>After Deductible is Met</i>	
Preventive therapeutic drugs from list covered at 100% Generic/Preferred Brand/Brand Name/Specialty	\$10/ \$30/\$60 /25% Max \$250		\$10/ \$30/\$60 /25% Max \$250	
Mail Order Drugs	<i>Copays X2</i>		<i>Copays X2</i>	
Rates per month	Aspirus Signature HMO		Aspirus Signature HMO	
Employee Cost	\$106.28		116.48 (+\$10.20/month)	
Family Cost	\$327.32		358.74 (+\$31.42/month)	
Rates per month Employer	Aspirus Signature HMO		Aspirus Signature HMO	
Single Cost	\$779.31		\$854.13	
Family Cost	\$2,400.31		\$2,630.74	
Total Cost for Single	\$885.31		\$970.61	
Total Cost for Family	\$2,727.63		\$2,989.48	

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

DATE/TIME: August 10, 2026, at 4:45 p.m.
LOCATION: City Hall (407 Grant Street) – Council Chambers
MEMBERS PRESENT: Terry Kilian, Lou Larson, Michael Martens, Vicky Tierney, Andrew Wiskowski
MEMBERS ABSENT:
Also Present: Anne Keenan

Meeting called to order by Chairperson Tierney.

Public Comment on Agenda Items and Reading of the City of Wausau Public Comment Statement.

No one was present for public comment.

Approval of the July 2026 Minutes.

Motion by Alder Wiskowski and seconded by Alder Kilian to approve the July 13, 2026 Human Resources Committee meeting minutes.

Motion carried unanimously.

Discussion and Possible Action: Approve Reclassification of Human Resources Specialist to Human Resources Generalist.

Interim Human Resources Director Anne Keenan presented a request to reclassify the Human Resources Specialist position to Human Resources Generalist. Keenan explained that the scope and complexity of Human Resources responsibilities have grown significantly since the City's last classification and compensation study and that the position has evolved beyond a specialized administrative and recruitment focus. The incumbent currently performs professional-level work across a broad range of Human Resources functions, including recruitment and onboarding, compensation and classification analysis, employee and labor relations, policy development, compliance, HRIS administration, and consultation with employees and departments. Keenan stated that the proposed Generalist classification more accurately reflects the duties already being performed rather than representing the addition of new responsibilities.

Keenan also discussed the proposed structure of the Human Resources Department, consisting of an HR Director, Assistant HR Director, HR Generalist, and the previously approved HR Coordinator position. She explained that the structure would provide clearer levels of responsibility and opportunities for professional growth within the department while allowing the Coordinator to assume more administrative and basic HR functions. Keenan noted that the proposed structure had been discussed with former HR Director Lisa Nowak as part of her vision for the department prior to her departure.

Committee members discussed whether the reclassification should occur before a new Human Resources Director is hired. Alder Larson questioned whether the Generalist position was intended to replace the Director position and expressed concern about proceeding before the new Director could

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evaluate the department's organizational structure. Keenan clarified that the Generalist would not replace the Director and that recruitment for a new Director would continue. Mayor Diny reported that plans were underway to post the Director position and that the City intended to initially utilize its customary recruitment resources before considering a consultant-assisted national search.

Alder Kilian expressed support for recognizing the increased responsibilities currently being performed but questioned whether the new Director should have an opportunity to determine the department's structure. Keenan responded that the incumbent is already performing Generalist-level duties and should be appropriately classified and compensated for that work. She further explained that establishing the structure before the new Director's arrival could provide greater departmental stability and allow the new Director to begin with key organizational pieces already in place.

Alder Wiskowski noted that the additional salary cost for the reclassification would be offset in the current year by savings resulting from the vacant Director position. He also questioned whether the reclassification could be made on an interim basis until the Director and Coordinator positions were filled, allowing the new Director to reassess the structure. Alder Martens supported proceeding with the permanent reclassification, stating that an employee performing work above the scope and pay grade of the existing classification should be classified and compensated at the appropriate level. Alder Larson expressed concern that making the change before the new Director was hired could result in the position later being changed or rescinded and favored waiting until the Director was in place.

Chair Tierney acknowledged the concerns regarding the incoming Director's ability to shape the department but also expressed concern about an employee being undercompensated for the work being performed. Keenan confirmed that the proposed Generalist position would encompass the duties currently assigned to the Specialist and that an additional Specialist position would not be sought under the proposed structure.

Motion by Alder Martens, seconded by Alder Kilian, to approve the reclassification of the Human Resources Specialist position to Human Resources Generalist.

Motion carried unanimously.

Discussion and Possible Action: Approve the Creation of a Planning Intern Position.

Assistant City Planner Carrie Edmondson presented a request to create a temporary, part-time Planning Intern position to assist with the City's comprehensive plan update. Edmondson explained that the position is anticipated to work approximately 15 hours per week for three to four months at approximately \$16 per hour, with a total cost not to exceed approximately \$5,000. The primary responsibilities would involve assisting with public engagement efforts, data collection and aggregation, focus groups, and other work associated with the comprehensive plan update. The intern would also have opportunities to gain professional planning experience through other projects and Planning Commission activities.

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Edmondson explained that the City's approved public participation plan includes a variety of engagement methods, including surveys, focus groups, stakeholder interviews, neighborhood meetings, and "meeting in a box" activities. While staff could complete the comprehensive plan without an intern, she stated that additional assistance would allow for a more inclusive and meaningful public engagement process and help manage the significant amount of data collection, coordination, and analysis associated with those efforts.

Committee members discussed the temporary nature of the position, recruitment of a college student studying planning or a related field, and whether the internship could extend beyond a traditional academic semester. Edmondson clarified that the position would not be tied to academic credit and would remain limited to approximately four months, with the majority of the work occurring during the fall public engagement process.

Alder Kilian questioned whether the Community Development Department's part-time Administrative Assistant could perform the work proposed for the intern. Edmondson explained that the Administrative Assistant position has significant existing responsibilities supporting multiple boards, commissions, and departmental administrative functions, while the internship is intended to provide professional-level planning experience and support specifically related to the comprehensive plan. Kilian also emphasized the importance of maintaining the position as temporary due to budgetary concerns.

Alder Wiskowski questioned the benefit of adding the position given current budget constraints and asked what measurable value the City would receive from the internship. Edmondson explained that community engagement expectations have increased significantly and that additional assistance could improve the quality and breadth of participation in the comprehensive planning process. Discussion also addressed the value of recruiting a candidate with the knowledge and skills to assist the City in reaching a variety of community demographics through its public engagement efforts.

Alder Martens clarified that funding for the internship is already included within the amount budgeted for the comprehensive plan and would not require a budget modification or additional funding. Edmondson confirmed that the funds could otherwise be used for consultant or staffing assistance associated with the comprehensive plan.

Motion by Alder Larson, seconded by Alder Wiskowski, to approve the creation of a temporary, part-time Planning Intern position to assist the Community Development Department with the comprehensive plan update.

Motion carried unanimously.

Discussion and Possible Action: Approve the Organizational Structure Changes & Succession Planning for Department of Public Works and Utilities.

Public Works and Utilities Director Eric Lindman presented proposed organizational structure changes intended to improve operational efficiency and support succession planning within the Department of Public Works and Utilities. The proposal included reclassifying the Building Inspector position,

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reclassifying the Fleet Manager position to Fleet Superintendent, reclassifying Traffic Maintainer positions to Traffic Control Specialists, eliminating the part-time Building Maintenance Technician position, and moving two Equipment Operator positions currently assigned primarily to facilities work from Streets to Facilities. Lindman explained that the Equipment Operators would continue to perform winter plowing responsibilities but would report directly to the Facilities Manager for their primary duties.

Alder Kilian questioned the financial impact of the proposed changes and whether potential new fees or other revenue sources referenced in the supporting materials were necessary to fund the proposal. Lindman clarified that the proposed reclassifications and organizational changes are not dependent upon those revenue sources and that savings from eliminating the part-time Building Maintenance Technician position would more than offset the cost of the proposed reclassifications. Alder Wiskowski confirmed that the fiscal analysis provided by Lindman reflected an estimated annual savings of approximately \$9,000.

Alder Larson expressed concern that the proposed restructuring would not address other issues currently facing the Department of Public Works and Utilities and suggested delaying action until those matters could be brought before the Committee at a future meeting. Following a point of order raised by Alder Kilian regarding whether those concerns were germane to the agenda item, discussion was limited to the organizational restructuring and succession planning proposal before the Committee. Lindman clarified that the proposed changes were not intended to address other departmental matters but were designed to establish what he believed to be the most efficient organizational structure and provide a foundation for formal succession planning.

Alder Martens asked for additional information regarding the elimination of the part-time Building Maintenance Technician position, noting that the position had originally been created to address unmet facility maintenance needs. Lindman explained that the City has experienced ongoing difficulty retaining employees in the part-time position, with employees frequently leaving for full-time opportunities with benefits. He stated that moving the two existing full-time Equipment Operators who already perform substantial facilities work directly under the Facilities Manager, combined with implementation of a new work order and asset management system, is expected to improve prioritization, supervision, and efficiency. Lindman indicated that the arrangement would be evaluated during 2027 to determine its effectiveness.

Interim Human Resources Director Anne Keenan supported the proposed reporting structure, noting that the two Equipment Operators currently receive direction from both Streets and Facilities, which can create uncertainty regarding work priorities. She stated that establishing a single reporting relationship under Facilities should provide clearer direction to the employees and improve operational efficiency.

Motion by Alder Kilian, seconded by Alder Wiskowski, to approve the organizational structure changes and succession planning for the Department of Public Works and Utilities.

Motion carried 4-1, with Alder Larson opposed.

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Discussion.

Prior to adjournment, Alder Wiskowski asked Interim Human Resources Director Anne Keenan about the department's ability to manage its workload while operating with reduced staffing and whether additional support may be needed. Wiskowski expressed concern regarding the potential for employee burnout and the need to reprioritize departmental work while the HR Director position remains vacant and the department continues to operate with two staff members.

Keenan acknowledged that the department is significantly understaffed and managing a substantial workload, including ongoing recruitment, benefits administration, employee support, and other Human Resources responsibilities and projects. She stated that staff are working to maintain service levels but asked for patience from employees and departments while Human Resources operates with limited capacity. Keenan noted that the previously approved HR Coordinator position would be considered by the Common Council later that week, including a request to allow recruitment for the position to proceed sooner rather than waiting until a new HR Director is hired. She explained that having a Coordinator hired and trained before the arrival of a new Director could provide additional support to the department and assist with the transition.

Wiskowski reiterated concern regarding burnout and encouraged Human Resources staff to communicate with the Committee if workload demands became unmanageable. Committee members also discussed whether temporary administrative assistance could provide short-term support. Keenan stated that temporary assistance could be considered if necessary but noted that the time required to train a temporary employee, combined with the complexity and confidentiality of many Human Resources functions, may limit the benefit compared with hiring and training the approved HR Coordinator position.

Adjournment.

Motion by Alder Wiskowski. Second by Alder Martens. Meeting adjourned.

Vicky Tierney
Human Resources Committee, Chair

Video available: <https://www.youtube.com/watch?v=pWlYd6jS2EI>