

**CITY OF FENTON, MISSOURI**  
**625 NEW SMIZER MILL ROAD, FENTON, MO 63026**  
**MINUTES OF THE SPECIAL MEETING OF THE BOARD OF ALDERMEN**  
**MONDAY, DECEMBER 20, 2021**  
**IMMEDIATELY FOLLOWING THE BOARD OF ALDERMEN MEETING**

**CALL TO ORDER**

Mayor Bob Brasses called the Board of Aldermen Meeting of the City of Fenton, St. Louis County, Missouri to order at 10:22 p.m. on Monday, December 20, 2021. The meeting was held at Fenton City Hall and via Zoom Videoconference (RSMo 610.015).

**PLEDGE OF ALLEGIANCE** - Mayor Brasses led the Pledge of Allegiance.

**ROLL CALL**

City Clerk Jane Hungler called the roll:

Alderman Ralph Cruts - *Present*

Alderman Kevin Yarbrough - *Present*

Alderman Brian Wisbrock - *Present*

Alderman Joe Maurath - *Present*

Alderman Chris Clauss - *Present*

Alderman Robin Huels - *Present*

Alderman Tom Heard - *Present*

Alderman Susan Jokerst - *Present*

Eight Aldermen were present at the opening of the meeting.

**CITY OFFICIALS PRESENT:**

Mayor Bob Brasses

City Clerk Jane Hungler

City Attorney Erin Seele, Esq. - *via video conference*

City Administrator Andrea N. Finkbiner - *via video conference*

Public Works Director Dan Howard - *via video conference*

Mayor Brasses stated that he called this Special Meeting for:

• **Approval of the Merit Matrix for Employee Raises in 2022.**

A copy of the **tentative** matrix model for eligible full-time positions and one part-time position (pending final approval of two (2) evaluations that have place holders calculated into this model) was available for review.

The Board determined a target merit budget of \$47,490.85 of which the model reflects distribution of increases in the amount of \$47,398.

Note:

- The largest percentage of increase is driven to the employees in the first quartile;
- All eligible employees in the first or second quartiles will receive an increase in 2022 greater than the 2021 flat increase of \$1,200 per employee.

Mayor Brasses shared, as the Board approved to use the matrix but not yet the numbers, he is proposing using the model presented using the percentages he calculated for distribution. Mayor Brasses explained and noted eligible employees:

exceeding expectations will receive an increase:

- 1<sup>st</sup> quartile - 4.75% (15 employees), 2<sup>nd</sup> quartile - 4.0% (2 employees), 3<sup>rd</sup> quartile – 3.5% (2 employees), 4<sup>th</sup> quartile – 2.75% (3 employees);

meeting expectations will receive an increase:

- 1<sup>st</sup> quartile - 3.75% (1 employee), 2<sup>nd</sup> quartile - 3.0% (2 employees), 3<sup>rd</sup> quartile – 2.5% (0 employees), 4<sup>th</sup> quartile – 2.25% (0 employees).

Those receiving a does not meet expectations will not receive an increase.

Alderman Jokerst expressed she thought the highest percentage increase would be four percent (4%). Mayor Brasses explained the motion was for a four percent (4%) salary increase budget of eligible employees for a target amount. The Merit Matrix allows that percentage to be allocated and driven to give a larger increase to the employees in the lowest quartile of their salary range based on their performance evaluation. Alderman Cruets shared before the meeting, he had inquired further on how the Merit Matrix worked since he was confused on process, but now understands the process.

Alderman Huels made a motion to extend the meeting thirty (30) minutes. The motion was seconded by Alderman Clauss. Upon a vote being taken, it was announced that the motion was passed unanimously by the Board of Aldermen.

Alderman Heard inquired on why decision cannot move forward. Alderman Huels shared she was also confused on percentages, as she also thought maximum increase would be four percent (4%). Alderman Heard shared percentages are allocated to give more to employees lower in the pay scale. Alderman Maurath expressed the matrix should have been explained further and would like to review what each position will be receiving for an increase. City Attorney Erin Seele advised positions (and therefore their evaluations) can be personally identified if only one (1) person holds that position.

Mayor Brasses shared there have been prior discussions and demonstrations of how the merit matrix is used and effects with salary ranges.

Alderman Wisbrock commented the Board approved a four percent (4%) increase to the budget and this matrix proposal is within that approved amount. Mayor Brasses replied yes. Alderman Wisbrock shared in this matrix, an employee at the top end of their salary range will receive less of an increase and an employee in the lowest range of their salary range will receive a larger increase. Mayor Brasses replied yes.

Alderman Yarbrough made a motion to approve Merit Matrix for Employee Raises in 2022 as presented. The motion was seconded by Alderman Clauss.

Alderman Maurath voiced he is at a point where the division works out in the scales, but across the board raises work better for him. Alderman Jokerst acknowledged his comment, but she believes this gives more to the employees in the lower part of their salary range. Alderman Maurath stated not true as it is unknown who is getting what for an increase. Alderman Wisbrock shared cannot discuss individual increases in open session. City Attorney Erin Seele advised it is not about the amount, it is about the individual person. Alderman Heard inquired if the original goal was to allocate more money to employees lowest in their pay scales and if so, he believes the Merit Matrix achieves that goal.

Upon a vote being taken, it was announced that the motion was passed unanimously by the Board of Aldermen.

#### **ADJOURNMENT**

At 10:36 p.m. with no other business before the Board, Alderman Huels made a motion to adjourn the meeting. The motion was seconded by Alderman Clauss. Upon a vote being taken, it was announced that the motion was passed unanimously by the Board of Aldermen.

Respectfully submitted,

Jane Hungler  
City Clerk  
City of Fenton