

**MINUTES**  
**COMMITTEE #1**  
**REVENUES, DISBURSEMENTS, WATER AND WASTEWATER**  
**and**  
**COMMITTEE #2**  
**LABOR NEGOTIATIONS, PERSONNEL, POLICY AND ADMINISTRATION**  
**December 6, 2022**

**Committee #1 - Revenues, Disbursements, Water and Wastewater and Committee #2 – Labor Negotiations, Personnel, Policy and Administration met on Tuesday, December 6, 2022 at 9:00 am in the Council Chambers, City Hall, 30 West Central Street, Chippewa Falls, WI.**

Committee Members present: Rob Kiefer, John Monarski, and Paul Nadreau. Absent was Chuck Hull.  
Mayor/Other Council Members present: Mayor Hoffman and Jason Hiess.  
Others present: Finance Manager/Treasurer Lynne Bauer; City Engineer/Public Works Director/Utility Manager Rick Rubenzer; City Planner/Transit Manager Brad Hentschel; Police Chief Matt Kelm; Parks, Recreation, and Forestry Director John Jimenez; Library Director Joe Niese; Street and Utility Maintenance Manager Rick Ruf; Water Supervisor Matt Boos; Utilities Office Manager Connie Freagon; Police Department Administrative Assistant Lesley Small; and City Clerk Bridget Givens.

Call to Order: 9:00 am

**1. Discuss health insurance policies. Possible recommendation to the Council.**

Finance Manager/Treasurer Bauer presented a Health Insurance Benefit policy and provided details thereon. The Committee was advised that the policy documents the City's past practice as to who qualifies for coverage and the enrollment process.

An issue was brought forward this year relative to married couples working for the City and allowing one spouse to receive an opt out payment while still being covered under the plan through their spouse. Chief Kelm advised that when he was researching wages relative to the referendum, that other communities provided this benefit. Bauer indicated that this is not the first time this instance has occurred, and in the past, the City did not offer an opt out payment for the spouse. Following additional discussion, it was noted that future conversation could continue on this topic, but in the meantime, the Committee could consider the policy for adoption.

**Motion by Kiefer/Monarski to recommend Council approve adoption of the Health Insurance Benefit policy as presented. All present voting aye, motion carried.**

**2. Discuss issues affecting the 2023 budget. Possible recommendations to the Council.**

Bauer is finalizing the budget which will be presented at the Special Council Meeting tonight.

**No action taken.**



**3. Adjournment.**

**Motion by Kiefer/Nadreau to adjourn at 9:20 am. All present voting aye, motion carried.**

**Minutes submitted by,  
Rob Kiefer, Chair**



## HEALTH INSURANCE BENEFIT

### Health, Dental and Vision Insurance

PURPOSE: To offer health, dental and vision insurance to those employees who qualify for coverage.

Coverage: The design and selection, including all level of benefits provided to City sponsored health, dental and vision insurance plans and insurance carriers are determined by the City. Participation for employee groups is also determined by the City and applicable state and federal regulations; and is governed by the contract for insurance in place between the City and the chosen insurance provider. Employees shall receive notification of any health, dental and vision plan or carrier changes, as adopted by the City.

### Employee Premium Contribution:

#### Health Insurance

Employee health insurance premium contributions are established by the City. Any employee required to pay any portion of the health insurance premium shall make such payment by payroll deduction on a pre-tax basis. Health insurance premiums are paid one month in advance and shall be deducted from the first two payrolls each month. If an employee is on an approved leave and a payroll deduction is not possible, an employee is responsible to pay the bi-monthly premiums to the City no later than the 20<sup>th</sup> of the month prior to the coverage month.

#### Dental and Vision Insurance

Employee dental and vision insurance premium contributions are established by the City. Employees are required to pay the full cost of the dental and vision insurance premium. Employees shall make such payment by payroll deduction on a pre-tax basis. Dental and vision insurance premiums are paid one month in advance and shall be deducted from the first two payrolls each month. If an employee is on an approved leave and a payroll deduction is not possible, an employee is responsible to pay the bi-monthly premiums to the City no later than the 20<sup>th</sup> of the month prior to the coverage month.

### Eligibility:

#### Health Insurance

All full-time and permanent status employees who work more than 30 hours per week and are eligible to be enrolled in the WRS system are eligible for the City sponsored health insurance.

#### Dental and Vision Insurance

All full-time and permanent status employees who work more than 30 hours per week and are eligible to be enrolled in the WRS system are eligible for the City sponsored dental and vision plans.

### Enrollment:

Those employees who do not enroll in the health, dental or vision plans during their initial new employee eligibility period (typically occurs during the first week of employment or first week of the status change during the employee orientation meeting with the Finance

and Administration Office) shall not be eligible again to enroll until one of the following two events occur:

Open Enrollment Event:

The City holds an open enrollment period annually in the fourth quarter. Employees are eligible to make any change(s) to, cancel or add insurance coverage during the open enrollment period. All elections during open enrollment shall be effective on January 1 of the following year.

Section 125 Qualifying Event

IRS Section 125 defines the circumstances under which a plan may permit an employee to change his or her plan elections with respect to health, dental or vision coverage. A qualifying event occurs when an employee or dependent that is covered becomes (or ceases to be) eligible under the plan. A qualifying event allows employees to adjust health, dental or vision insurance coverage without waiting until the open enrollment period. The qualifying event must be reported within 30 days of the event to the Finance and Administration Office along with written proof of the event. The qualifying event shall correspond with the change to the plan elections and shall be subject to the approval of the Finance and Administration Office. The effective date of the change shall be determined by the Finance and Administration Office but shall be no later than the first day of the month following the qualifying event date. Common qualifying events include, but are not limited to:

- a) Marriage;
- b) Divorce or legal separation;
- c) Birth, adoption or placement for adoption of a child;
- d) Spouse's loss of employment;
- e) Death;
- f) Reduction in hours to less than full time status; and
- g) Dependent turns 26

Effective Date:

If health, dental or vision insurance is elected, insurance becomes effective on the first day of the month following thirty (30) days of employment with the City. The effective date applies to new hires and employees with a status change resulting in new eligibility.

Spouse Also an Employee:

The City provides health insurance coverage under either one (1) family plan or E+1 plan or two (2) single plans when spouses are both City employees.

Health Insurance Opt Out Option:

An employee may not be covered by the City's health insurance program and participate in the health insurance opt out program at the same time.

Waiver or Cancellation of Coverage:

If an employee declines, waives or cancels any insurance coverage, the employee shall complete an insurance waiver form provided the Finance and Administration Office.

The effective date of any change due to waiver shall be dependent on the reason and timing of the waiver and shall be determined by the Finance and Administration Office, consistent with the reason or timing of the waiver and any regulatory requirements.

Coverage upon Separation:

Health, dental and vision insurance coverage shall cease on the last day of the month in which the employee's separation from employment (last day of work) with the City occurs.

Insurance Continuation:

Under state law and the Federal Consolidated Omnibus Budget Reconciliation Act of 1985 (COBRA) and subsequent amendments to the Act, employees covered under an employer's group insurance plan at the time of a COBRA qualifying event are eligible for continuation of any insurance coverage under the group plan.

Retiree Coverage:

Retiree coverage is for health insurance only. Dental and vision are not offered as a retiree benefit. Retiree coverage may be elected by the retiree when the terms stated in Resolution 2013-51 are met. Retiree coverage is solely at the participant's expense.





**A RESOLUTION REGARDING RETIREE HEALTH INSURANCE**

**WHEREAS**, the City of Chippewa Falls provides a health insurance plan to its employees; and

**WHEREAS**, retirees of the City of Chippewa Falls are allowed to continue coverage with the city plan per prior resolutions 90-15, 90-22, and 97-55; and

**WHEREAS**, the Common Council finds it in the best interest of the city's insurance plan to limit retirees to the highest deductible coverage option offered to current employees.

**NOW, THEREFORE, BE IT RESOLVED**, that upon retirement, current employees may continue coverage with the current city's health insurance carrier on the following conditions:

1. The employee must be a City of Chippewa Falls employee for a minimum of 10 years;
2. The entire cost of health insurance after retirement is paid by the retired employee;
3. The employee must be eligible to receive a pension from the Wisconsin Retirement Fund at time of retirement;
4. The employee must be a participating member of the city's health insurance group at the time of retirement; and,
5. Retirees will be limited to the highest deductible coverage option offered to current employees.

**BE IT FURTHER RESOLVED**, that coverage for retirees on the city's health insurance plan will terminate once the employee becomes eligible for Medicare coverage or reaches the age of 65, whichever comes first, as long as this provision does not contradict provisions contained in any applicable city employee labor agreement. In addition, spouses will not be allowed to continue coverage once a retired employee becomes ineligible to stay on the city's health insurance plan.

Dated this 17<sup>th</sup> day of December, 2013.

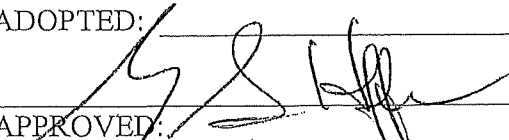
**DEC 17 2013**

  
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Council President

ADOPTED: \_\_\_\_\_

APPROVED: \_\_\_\_\_

ATTEST: \_\_\_\_\_

  
*Bridget Givens*

