City of South Lebanon
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Personnel Committee
Meeting Minutes
May 14, 2026
2:00 PM

Members:
Linda Allen, Chairperson - Present
Lisa Fedor - Vice-Chairperson - Present
Maryan Harrison - Present

Staff:
Chris Hacker, Administrator –Present
Linda Burke, Mayor - Present
Tina Williams, Director of Finance - Present

1. **Call to Order:**

   Linda Allen , Chairperson, called the meeting to order at 2:00 p.m. with roll call.

2. **Roll Call**: Ms. Allen-Present, Ms. Fedor-Present, Ms. Harrison-Present.

3. **Review and Approval of Minutes**: Chairperson Allen asked if everyone had reviewed the minutes of the prior meeting held on April 16, 2026. A motion was made by Fedor to accept the minutes as written and seconded by Harrison, all yeas.

4. **New Business**

   a. **Renewal of Employee High-Deductible Medical Insurance Plan for August 1, 2026 – July 31, 2026**

   Director of Finance, Tina Williams, presented the renewal terms for the employee high-deductible medical insurance plan for the period of August 1, 2026 through July 31, 2027. The renewal carries a 0% rate increase, with no changes to plan deductibles or other plan provisions.

   It was explained that this plan has been in effect since January, representing approximately 18 months of coverage without a rate increase. The committee was reminded that the City is party to a three-year agreement with the Center for Local Government's Benefit pool. While the City cannot exit the pool during that term, it does retain the ability to change plans within the pool or adjust Health Savings Account (HSA) contribution amounts.

   City Administrator, Chris Hacker, attended the all-member meeting for the Center for Local Government Benefit Pool. He reported that the pool's accumulated reserves were sufficient to offset a projected 3.2% rate increase, allowing the renewal to remain at 0%. UnitedHealthcare, the pool's current health care provider, agreed to accept a lump-sum payment from reserves in lieu of a rate increase.

The committee agreed that participation in a larger pool has been advantageous, particularly given the city's prior experience of premium increases exceeding 20–27% annually when insured on a smaller, standalone basis.

b. **Employer contributions to Employee Health Savings Accounts**

Williams reviewed the current employer HSA contribution structure with the committee. The City contributes $1,200 annually for employees with single coverage and $2,400 annually for employees enrolled in family coverage tiers. It was noted that at the onset of the plan year in January, half of the annual contribution was provided upfront to ensure employees had funds available for early-year medical expenses, with the remaining half distributed monthly. Going forward, all employer contributions will instead be distributed on a monthly basis.

The committee expressed satisfaction with the current contribution levels and recommended no changes.

A motion was made to present the renewal as-is to Council with no changes to the plan or HSA contribution levels by Allen and seconded by Harrison, all yeas.

5. **Old Business**

6. **Adjournment:** Motion to adjourn the meeting at 2:11 p.m. was made by Allen, seconded by Fedor, all yeas.

Linda Allen – Chairman

Tina Williams, Director of Finance

Audio recording of this meeting is available upon request.