

**MEMORANDUM OF MEETING**  
Personnel Committee  
September 21, 2026-12:00 PM  
City Hall Council Chambers

**PRESENT:** Mayor VanDorp, Councilmember Lam, BPW Chair Boerman, BPW Vice Chair Cooney

**ABSENT:** Mayor Pro-Tem Gruppen

**Staff Present:** Interim City Manager/Finance Director Plockmeyer, HR Specialist Hellenthal, BPW General Manager Mulder, Electrical Transmission and Distribution Manager Coots; and City Clerk DeVerney

Mayor VanDorp called the meeting to order at 12:00 PM

**Approval of April 16, 2026, Meeting Minutes**

*A motion was made by Boerman and seconded by Gruppen to approve the April 16, 2026, meeting minutes. All in favor, minutes approved.*

**Calendar Year 2027 Retiree Health Insurance Contract Renewal**

Plockmeyer stated effective January 1, 2026, the City transitioned its retiree Medicare Advantage coverage to Humana, with the plan supported through The Pool and retiree benefit administration assistance provided by Retiree First.

The Humana premium is increasing approximately 5.6%, from \$210.56 to \$222.43 per month. Accordingly, the City's contribution is limited to a 3% increase from the 2026 amount rather than simply maintaining the prior-year percentage of the premium.

Motion was made by Cooney and seconded by Lam to approve renewal of the Humana Medicare Advantage health and prescription drug plan for eligible retirees and spouses effective January 1, 2027, at a monthly premium of \$222.43 per member, and recommend approval to City Council.

**Calendar Year 2027 Dental Insurance Contract Renewal**

Plockmeyer stated the City has received its 2027 dental insurance renewal through The Dental Pool. The renewal provides for a 4.20% increase effective January 1, 2027. The Pool indicates that the increase is generally consistent with dental provider trends across the State and is intended to maintain the financial stability of the program while minimizing member costs.

The existing benefit structure would remain unchanged. The plan continues to provide 100% coverage for preventive services and 50% coverage for the remaining covered service categories, with a \$1,750 annual maximum and a \$1,500 orthodontic maximum.

Motion was made by Cooney and seconded by Lam to approve the 2027 dental insurance renewal through The Dental Pool at the rates presented.

## **Calendar Year 2027 Employee Health Insurance Contract Renewals**

Plockmeyer stated, for 2027, The Pool is projecting approximately \$564.3 million in total expected medical costs and an overall rate increase of 13.9% to meet those costs. Zeeland's renewal is also 13.9%, with no additional City-specific rate adjustment for 2027.

Plockmeyer noted that the City is limited as to how much they can pay for their employees' insurance due to PA152. Premiums are increasing by over 13% but the PA152 hardcap is only increasing by 3%.

The proposed 2027 plan lineup is based on the following considerations

- The existing \$1,700 single/\$3,400 family HSA plan would be eliminated. Participation in this plan is extremely limited, with only two employee households currently enrolled, making this the clearest plan to remove from the lineup.
- The existing \$2,000 single/\$4,000 family HSA plan with 100% coverage after the deductible would also be eliminated. In its place, staff is proposing the new \$2,500 single/\$5,000 family plan with 100% coverage after the deductible. Although the new option uses an aggregate rather than embedded deductible, it provides employees who want to limit their exposure after satisfying the deductible with a significantly lower-cost alternative.
- The existing \$3,000 single/\$6,000 family HSA plan would be eliminated. Historically, employees selecting this plan have generally been seeking an option with little or no bi-weekly payroll contribution. The new \$3,500 single/\$7,000 family plan is intended to serve the same purpose and would be structured to provide a zero- or near-zero employee contribution.
- Staff is recommending that the existing \$2,000 single/\$4,000 family HSA plan with 80% coverage after the deductible remain in the lineup. This is one of the City's more highly utilized plans, with approximately 29 participants, and staff believe it is important to preserve continuity for employees who are comfortable with this plan design and may wish to remain enrolled.
- Staff is also proposing the new \$2,500 single/\$5,000 family plan with 80% coverage after the deductible. This option creates a lower-priced alternative for employees who are willing to accept additional deductible and coinsurance exposure in exchange for a lower bi-weekly contribution.
- The City would also retain the existing PPO option, resulting in a total of five health insurance plans for 2027.

Employees will therefore have options ranging from the PPO and lower-deductible plans with greater premium cost and reduced medical-cost exposure to higher-deductible plans with lower or potentially no bi-weekly employee contribution. It was noted that the employees that don't take the City's insurance will receive \$2,500.

Plockmeyer stated that the current Wellness Plan will have some modifications as staff doesn't believe the plan is accomplishing what it was meant to accomplish. He also mentioned that Gallegher Benefits would be coming into the office, in October, to discuss any questions or concerns that employees have.

Motion was made by Boerman and seconded by Lam to table the approval of the proposed 2027 health insurance plans and associated HSA contribution structure.

### **Employee Comments**

Austin Lubbers (BPW Mechanic) noted he formally worked for the City of Kentwood, and they had ASR for health insurance that was cheaper than what insurance is being proposed for the City of Zeeland. He suggested that staff contact the City of Kentwood.

Ryan Galligan (Assistant Assessor) noted that he currently has the HSA Family Plan. With the new proposed insurance, it would be \$3,000 more a year and would decrease his salary. He suggested that staff look into other options.

Lynel Danckaert (Library) is currently on the Family Plan with her son and daughter. Because her son just turned 26, she is wondering if she and her daughter could be considered on the Double Plan instead of the Family Plan. However, the Double Plan is more expensive than the Family Plan.

### **BPW Line Supervisor Position**

Coots stated that due to the staffing associated with the retirement of the current Lead Line Worker and the planned backfill of that role, the proposed structure would establish a position focused on technical support, planning, and employee supervision while allowing the Lead Line Worker to concentrate on directing daily jobs and tasks in the field.

Establishing a dedicated Line Supervisor would provide additional capacity to manage multiple responsibilities and ensure crews have the information, materials, and direction needed to complete their assignments safely and efficiently.

Although the Line Supervisor would have a greater technical and office focus, the position would remain actively involved in field operations as needed, including complex assignments, planned switching, outages, and emergency restoration. Maintaining that connection would support practical planning and timely decisions as operating conditions change.

Motion was made by Boerman and seconded by Cooney to establish the Line Supervisor position to reflect the current operational, technical, and supervisory needs of the Zeeland BPW and City of Zeeland, and to approve the corresponding annual salary range provided by Human Resources: \$96,885 (minimum), \$125,013 (midpoint), and \$153,141 (maximum) and recommend approval to City Council.

### **GIS Intern Position Extension and Status Change**

Coots stated the transition for the existing full-time seasonal GIS Intern position would retain a trained intern and provide continued support for the development and maintenance of COZ and ZBPW GIS systems.

The position's responsibilities include creating and maintaining geographic data in ArcGIS Pro and ArcGIS Online, updating infrastructure records from as-built drawings, preparing utility maps, collecting field data, and incorporating existing records into GIS.

Under the direction of the GIS Analyst and Electric Transmission & Distribution Manager, the intern would assist with routine mapping and data maintenance, help balance competing workload demands, and support continuity during staff absences.

A year-round part-time position would also support workforce development by providing practical experience alongside the intern's education. This arrangement would keep technical skills current, strengthen familiarity with COZ and BPW operations, and support potential future staffing and succession planning needs.

Motion was made by Cooney and seconded by Lam to support transitioning the seasonal GIS Intern position to a year-round part-time position and recommend approval to City Council.

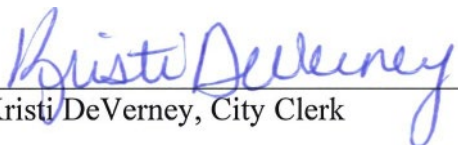
### **BPW Part-Time Senior Utility Advisor position**

Mulder noted that the upcoming BPW General Manager transition creates a near-term need to preserve institutional knowledge and provide experienced support for selected utility initiatives. Staff propose establishing a part-time Senior Utility Advisor position to provide specialized, project-based services.

Assignments may include preparing technical specifications and procurement documents; researching and writing grants; supporting utility planning, cost-of-service, and rate studies; assisting with major customer and stakeholder matters; preparing Board reports and policies; supporting strategic and organizational improvement initiatives; providing executive coaching and succession planning assistance; and facilitating institutional knowledge transfer.

Motion was made by Cooney and seconded by Boerman to approve the establishment of the part-time Senior Utility Advisor position per the job description and recommend approval to City Council.

Motion was made by Boerman and seconded by Cooney to adjourn the meeting at 1:03 PM.

  
Kristi DeVerney, City Clerk