

**LABOR RELATIONS COMMITTEE**

**MINUTES**

The Labor Relations Committee of the Willmar City Council met on Wednesday, August 1, 2012, in Conference Room #1 at the City Office Building. The meeting was called to order by Chair Steve Ahmann.

Present:	Steve Ahmann	.....	Chair
	Denis Anderson	.....	Member
	Doug Reese	.....	Member
	Tim Johnson	.....	Member
	Charlene Stevens	.....	City Administrator

Others present included Council Members Ron Christianson, Jim Dokken and Mayor Frank Yanish; Steve Okins, Finance Director; Marv Calvin, Fire Chief; Holly Wilson, Public Works Director and David Little of the “West Central Tribune.”

**Item No. 1 Public Comment (Information Only)**

There was no one present for public comment.

**Item No 2. Consideration of Fire Chief/Fire Marshal Vacancy and Interim Position (Motion)**

City Administrator Stevens explained that with Fire Chief/Fire Marshal Calvin leaving the City as of August 9<sup>th</sup>, it was necessary to appoint an Interim Fire Chief and Fire Marshal, as well as an Interim Emergency Management Coordinator. Ms. Stevens stated it was her recommendation to appoint Jeff Gilbertson as Acting Chief and Acting Fire Marshal for the Interim period. Ms. Stevens stated it was also her recommendation to appoint Don Ericson, Kandiyohi County Emergency Management Coordinator, as the City of Willmar’s Interim Emergency Management Coordinator.

Council Member Anderson asked who would assume responsibility for the Safety Committee. Ms. Stevens stated that the committee would continue and the leadership would come internally, but had not yet been determined.

Following further discussion, Council Member Anderson made a motion, seconded by Council Member Johnson, to appoint Jeff Gilbertson as Acting Chief and Fire Marshal with an additional \$500 per month in compensation and to also appoint Don Ericson as Interim Emergency Management Coordinator for the City of Willmar. The motion carried unanimously.

**Item No 3 Fire Marshal/Fire Chief Vacancy (Motion)**

Council Member Reese inquired about filling the vacancy. Ms. Stevens stated it was her recommendation that the position be filled on a full time basis, but at this time she did not have a recommended salary range.

Chair Ahmann asked Fire Chief Calvin for his thoughts on filling the position and those of the department. Chief Calvin responded that the position should be filled on a full time basis and it is important to maintain the professionalism of the department.

Council Member Anderson stated that he hoped the department had come along way under Chief Calvin, including and improved ISO rating and that he would not want to see the City be shortsighted and not fill the position.

After further discussion Council Member Reese made a motion, seconded by Council Member Anderson, to authorize filling the vacancy of the Fire Chief/Fire Marshal position. The motion carried unanimously.

**Item No. 4 Miscellany**

Mayor Yanish addressed the committee and challenged the committee to find alternatives to filling the remaining vacant positions at the City.

There being no further business, the meeting was adjourned at 5:15 p.m. on a motion by Council Member Johnson, seconded by Council Member Anderson, and carried.

Respectfully submitted,

Charlene Stevens,  
City Administrator