

## LABOR RELATIONS COMMITTEE

### MINUTES

The Labor Relations Committee of the Willmar City Council met on Wednesday, May 15, 2013, in the Council Chambers located at the Willmar Municipal Utilities Building.

Present:	Steve Ahmann	.....	Chair
	Jim Dokken	.....	Member
	Denis Anderson	.....	Member
	Ron Christianson	.....	Member
	Charlene Stevens	.....	City Administrator

Others present included Mayor Frank Yanish; Council Members Audrey Nelsen, Rick Fagerlie, and Bruce DeBlieck; Consultant Richard Fursman and City Administrator Charlene Stevens. Council Member Tim Johnson was absent. Other City Staff present included Finance Director Steve Okins, Community Education and Recreation Director Steve Brisendine, Fire Chief Gary Hendrickson, Police Chief Dave Wyffels and Director of Community Development and Planning Bruce Peterson.

Item No. 1      The meeting was called to order by Council Member Ahmann at 4:45 p.m.

Item No. 2      Chair Ahmann asked if there was any public comment and there was none.

Item No. 3      Organizational Assessment

Richard and Irina Fursman, Brimeyer-Fursman, presented the Council with the preliminary report of the Organizational Assessment. Mr. Fursman reviewed the process used including interviews with all members of Council; 45 Staff interviews; focus groups with business, East Africans, and Latinos; interviews with individual community members; and a survey completed by 76 members of City Staff and Council.

Mr. Fursman reviewed the organizational strengths of a committed City Council, dedicated Staff and examples of exceptional cooperation among City Staff and Departments. Mr. Fursman also discussed the concerns including the organizational culture, leadership, lack of a clear future and vision, and City structure of external and internal services.

Ms. Fursman reviewed the results of the survey and how well the City performed in the areas of Adaptability, Mission, Consistency and Employee Involvement.

Some Council Members provided feedback regarding the need for vision and goals and to move the organization forward. Other Council Members questioned the lack of vision and expressed concerns that only the negative was being reported.

It was suggested that more community conversation was needed, as well as adherence to the Home Rule Charter. There was discussion regarding lack of trust and the effect on decision making and productivity. Privatizing additional services was suggested.

Mr. Fursman also reviewed two options for restructuring the areas of Public Works, Planning and Engineering. Mr. Fursman reviewed one model that included an overall division director for "External Services", which would combine Planning, Engineering, Public Works and Facilities functions into a

larger division or super department, as well as include filling the vacant City Engineer position, Surveying position, and creating new positions for GIS and Facilities Management. Mr. Fursman recommended that the Facilities Management potentially come as a promotion from Public Works. In this option, Mr. Fursman stated that the City Engineer would not be a Department Director, but a front-line supervisor and have more opportunity to actually do engineering work in house.

Mr. Fursman presented a second option that was similar to the City's previous alignment of positions, but fully staffed the Department, as well as adding Facilities Maintenance and Environmental Management. Mr. Fursman cautioned that in this model, the City would need to rely more on consulting engineers.

The Council discussed the two options, but no decisions were made and it was suggested to perhaps discuss it further in Committee or at a future work session.

Mr. Fursman stated that there was still additional scope of work to complete, such as looking at Internal Services, Succession Planning, Assessing and underutilized County services. This matter was for information only.

Item No 3: Custodial Maintenance

City Administrator Stevens stated that contracted custodial services had been tried for just over one year at the following facilities: Willmar Community and Activity Center, Airport, Public Works, Fire and Wastewater Treatment Plant. Ms. Stevens stated the cost of the service during the same period was \$51,419 and the service had not been satisfactory. Ms. Stevens stated staff had exhausted all remedies with the current vendor and additionally had contacted other vendors and the potential costs of a new vendor were estimated to be \$47,000. Ms. Stevens stated that based upon the lack of cost savings and poor quality of service, the recommendation was to hire a custodian at the entry level range, with estimated costs of \$35,900-\$45,640.

Mr. Earl Knutson, of the Willmar Community Activity Center Advisory Board, addressed the Committee regarding the concerns for the service level at the WCAC with the current vendor and stated support for hiring a custodial position.

Following discussion, a motion was made by Council Member Anderson, seconded by Council Member Dokken, to hire a custodian at the range I level. The motion carried with Council Member Christianson in opposition.

Mr. Pat Curry addressed the Committee to say that he thought the Council and City Administrator were doing a good job.

There being no further business, the meeting was adjourned at 7:00 p.m. on a motion by Council Member Anderson, seconded by Council Member Dokken, and carried

Respectfully submitted,

Charlene Stevens,  
City Administrator