

LABOR RELATIONS COMMITTEE

MINUTES

The Labor Relations Committee of the Willmar City Council met on Wednesday, September 10, 2014, in Conference Room No. 1 at the City Office Building.

Present:	Steve Ahmann	Chair
	Jim Dokken	Vice Chair
	Denis Anderson	Member
	Tim Johnson	Member

Others present: City Administrator Charlene Stevens, City Clerk Kevin Halliday, Finance Director Steve Okins, Fire Chief Gary Hendrickson, Mayor Frank Yanish, Council Member Bruce DeBlieck, Wastewater Superintendent Colleen Thompson, Public Works Superintendent Scott Ledeboer, Public Works Director Sean Christensen, City Assessor Pat Erickson, Recreation Coordinator Leanne Freeman and Serena Vergin, AFSCME Council 65.

Item No. 1 Call to Order

The meeting was called to order by Council Member Ahmann at 4:45 p.m.

Item No. 2 Discuss Addition of One Part-time Employee to assist with Emergency Management Planning

Fire Chief Gary Hendrickson presented his request to add a part-time position to assist the City with Emergency Management planning and coordination. Chief Hendrickson stated that the position would be for approximately 28 hours per month or 7 hours per week and would not include benefits. Chief Hendrickson stated that the position would help in reviewing and updating the City's plan as well as assisting in coordinating training for staff and council, and planning for special events. Chief Hendrickson noted that the City does coordinate with the County's emergency management staff. Chief Hendrickson stated the position would have a likely wage of \$14.00-\$14.50 per hour.

After some discussion, a motion was made by Council Member Anderson, seconded by Council Member Dokken, to approve the addition a one part-time employee to assist with emergency management planning. The motion carried.

Item No. 3 Consideration of City Assessor Vacancy

City Clerk Halliday presented the recommendation to advertise and fill the position of City Assessor. Mr. Halliday noted that the position vacancy would be created upon the retirement of Pat Erickson in December of 2014. Mr. Halliday stated that the City had previously explored options such as merging with Kandiyohi County or contracting for the service, but the staff recommendation was to advertise and fill the position. Mr. Halliday noted that the position was a Range 9 with a salary range of \$53,391-\$69,423.

Committee members expressed some concerns regarding the availability of qualified applicants in the region and statewide.

Following the discussion, Council Member Anderson made a motion, seconded by Council Member Johnson, to approve the advertisement and filling of the City Assessor Vacancy at the stated range. The motion carried.

Item No. 4 Old Business – Implementation of City’s final offer to Department Head, Supervisory and Confidential Employees.

City Administrator Stevens stated that the City’s bargaining team, Council Members Johnson and Anderson and the Administrator, had followed previous direction given to the bargaining team by Council and made a final offer on July 23, 2014 with notification to the group that it must be accepted or acted upon by August 6, 2014 or the City would implement the terms of the offer. The employee group did not accept the offer. On August 18th the City bargaining team notified the employees that the terms would be implemented effective August 20, 2014. Ms. Stevens stated that the Finance Department had questioned the implementation and Ms. Stevens asked the Labor Relations Committee to ratify the action taken by the bargaining team.

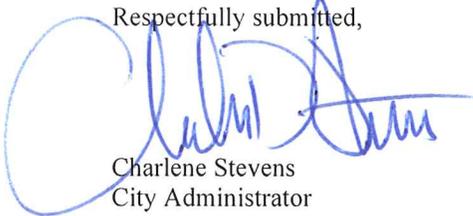
Council Member Anderson made a motion, seconded by Council Member Johnson, to approve the implementation of the City’s final offer to the Department Head, Supervisory and Confidential Employees per previous direction of the City Council. The motion carried.

Item No. 5 New Business

Chair Ahmann offered some suggestions on how to possibly improve the manner in which requests for information by Council Members are handled.

There being no further business, Council Member Anderson made a motion, seconded by Council Member Johnson to adjourn at 5:20 p.m. The motion carried.

Respectfully submitted,



Charlene Stevens
City Administrator