

Special Council Meeting Work Session
July 10, 2018
5:00 p.m.
City Hall

Members present were Nelson, Sexton, Merritt, and Dempsey.

Members absent: Maas.

City staff and consultants in attendance were Andy Welti and Elizabeth Jackson.

Others attending were Tessia Melvin and Chris Baldwin.

Mayor Nelson called the meeting to order at 5:05 p.m.

The purpose of this special council meeting is to discuss the Classification and Compensation Report.

Administrator Welti presented a memo. Welti stated the preliminary recommendations from the classification and compensation study conducted by David Drown Associates were presented to the HR work group for review. The HR work group recommended implementing Option D beginning in December 2018. The Pay Equity report will be based on the new system. The new system would meet the Pay Equity requirements.

Tessia Melvin, with David Drown & Associates presented the Classification and Compensation Report to the City Council. Four options were presented to Council.

Tessia Melvin also presented Council with an Ongoing Maintenance Agreement. The maintenance agreement included updating of job descriptions, market comparison of job descriptions; benefit review, annual update of the salary plan, pay equity reporting, salary reporting, and payroll implementation.

Motion by Merritt, seconded by Sexton to approve Option D beginning with the first payroll of December, upon successful performance evaluations. Option D – Cost into Step System with Hybrid Tenure Adjustment. This would provide a 2% COLA to all employees and all employees would be placed into the proposed system and eligible for a step increase. In addition, two employees with tenure more than 7 years would receive an extra step increase. All members voted aye for approval. Motion carried.

Administrator Welti presented a job description for a Public Works Lead position. Motion by Sexton, seconded by Dempsey to create the Public Works Lead position and adopt the job description. All members voted aye for approval. Motion carried.

Administrator Welti gave a brief update on the development of the former school football field. Welti stated the developer is unwilling to pay 1/3 of the cost of the next phase of engineering work to analyze storm water solutions.

Motion by Dempsey, seconded by Merritt to adjourn the Special Council meeting at 6:38 p.m.

Minutes approved at _____ meeting.

Submitted by _____ City Clerk.

Signed by _____ Mayor.

