

**PERSONNEL COMMITTEE
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA**

The Personnel Committee conducted a regular meeting on Tuesday, March 12, 2013, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Chairperson Jason Tossey
 Councilmember Mark Kuzma
 Mayor Sarah Strommen (Alternate)

Member Absent: Councilmember Randy Backous

Also Present: City Administrator Kurtis Ulrich
 Human Resources Manager Colleen Lasher
 Police Chief James Way
 Public Works Superintendent Grant Riemer
 Councilmember David Elvig
 Councilmember John LeTourneau
 Councilmember Chris Riley

1. CALL TO ORDER

Chairperson Tossey called the regular meeting of the Personnel Committee to order at 5:30 p.m.

2. CITIZEN INPUT

There was none.

3. APPROVE AGENDA

Motion by Councilmember Kuzma, seconded by Mayor Strommen, to approve the agenda as submitted.

Motion carried. Voting Yes: Chairperson Tossey, Councilmember Kuzma and Mayor Strommen. Voting No: None. Absent: Councilmember Backous.

4. COMMITTEE BUSINESS

4.01: Authorization to Hire a City Engineer and to Approve a Transition Period with Engineering Consultant

Human Resources Manager Lasher reviewed the staff report, background information, and recommendation to hire Bruce Westby, noting he had successfully passed the City's background check, reference checks, physical and drug screen, and work-style assessment. Staff also

recommended extending the contract with Hakanson Anderson through Mr. Westby's start date of April 8, 2013, and preferably retaining Hakanson Anderson part-time for an additional one month period following Mr. Westby's start date in order to ensure a successful transition and continuity of service within the City. Human Resources Manager Lasher reviewed the fees of Hakanson Anderson, noting if a full month was not needed, it would be prorated back to the City. She indicated the funding for hiring Mr. Westby is within budget and for Hakanson Anderson the cost is about \$2,000 if extended one week beyond Mr. Westby's start date and about \$5,200 if extended one month beyond April 8, 2013.

City Administrator Ulrich indicated staff would manage the hours for Hakanson Anderson.

Councilmember Kuzma stated support to have backup engineering support until Mr. Westby is brought up to speed.

Mayor Strommen agreed that transition time would be beneficial and supported stating "a maximum of one full month" so staff has the discretion to scale back the hours, if needed.

Motion by Councilmember Kuzma, seconded by Mayor Strommen, to recommend that the City Council adopt Resolution #13-03-59, to hire Bruce Westby as the City's new City Engineer, effective on April 8, 2013, at \$43.67 per hour (Step 4 of the 2013 wage scale) with a credit of five vacation days; and, extend Hakanson Anderson's contract through Mr. Westby's start date of April 8, 2013; and, retain Hakanson Anderson part-time for a maximum of an additional one-month period following Mr. Westby's start date in order to ensure a successful transition and continuity of service within the City.

Motion carried. Voting Yes: Chairperson Tossey, Councilmember Kuzma and Mayor Strommen. Voting No: None. Absent: Councilmember Backous.

4.02: Authorization to Approve a Two Year Labor Agreement with LELS-Patrol and LELS-Sergeants

Chairperson Tossey disclosed that his personal counsel has recommended he recuse himself from this discussion and decision.

Mayor Strommen assumed chairing this agenda case.

Human Resources Manager Lasher reviewed the staff report and list of terms and conditions that have been tentatively agreed to by the LELS-Patrol and LELS-Sergeants on a two-year labor agreement including a 2014 market rate adjustment for patrol officers and sergeants as it was clear they had lost ground compared to the market average based on a salary survey with similarly situated cities. Human Resources Manager Lasher advised that in the event that the 2014 health insurance renewal comes in at a rate increase of greater than 10%, as may be the case due to the Health Care Reform Act, at the request of the bargaining unit, there will be a re-opener to negotiate the City's contributions. In any case, the City will contribute no less than the 2014 amounts as listed in the staff report.

Councilmember Kuzma congratulated staff on a job well done.

Acting Chairperson Strommen noted these labor contracts had been previously been discussed, several times, in Closed Session.

Motion by Councilmember Kuzma, seconded by Acting Chairperson Strommen, to recommend that the City Council adopt a resolution to settle the 2013-2014 Labor Agreement between the City of Ramsey and LELS-Patrol and LELS-Sergeants.

Motion carried. Voting Yes: Acting Chairperson Strommen and Councilmember Kuzma. Voting No: None. Abstain: Chairperson Tossey. Absent: Councilmember Backous.

Chairperson Tossey resumed chairing the meeting.

COMMITTEE INPUT

None.

ADJOURNMENT

Motion by Councilmember Kuzma, seconded by Mayor Strommen, to adjourn the regular meeting of the Personnel Committee.

Motion carried.

The regular meeting of the Personnel Committee adjourned at 5:47 p.m.

Respectfully submitted,

Colleen Lasher
Human Resources Manager

ATTEST:

Jo Ann M. Thieling
City Clerk

Drafted by Carla Wirth
TimeSaver Off Site Secretarial, Inc.