

City of Ramsey
Agenda
Personnel Committee
Tuesday October 15, 2013
Immediately following City Council Work Session
Lake Itasca Room, 7550 Sunwood Drive NW

- 1. Call to Order**
- 2. Citizen Input**
- 3. Approve Agenda**
4. Approve Minutes
- 5. Committee Business**
 0. Discussion Regarding 2014 Non-union Wages and City Health Insurance Contributions
 0. Resolution to Replace the Duties Left Vacant by the Fire Marshal
 1. Resolution to Accept a Paid-on-call Firefighter's Resignation
- 6. Adjournment**

Personnel Committee

Meeting Date: 10/15/2013

By: Colleen Lasher, Administrative
Services

Title:

Discussion Regarding 2014 Non-union Wages and City Health Insurance Contributions

Purpose/Background:

The purpose of this case is to discuss non-union employee' wages and health insurance benefits for 2014 – and to consider the comparison related to the City's unionized employees. This case is a follow-up to discussions that occurred at the July 23, 2013 work-session, case # 2.01 "Overview of 2014 Budget Process." The minutes reflect that Councilmember Tossey asked about the assumption of a 2.5% wage increase for non-union employees. Finance Director Lund stated this (the 2.5% wage adjustment) is preliminary for consideration by the Council (but the union contracts have been approved and need to stay in the budget). As a result, it was the consensus of the Council to refer this item to the Personnel Committee.

As background information, the City currently employs 68 employees, of which 65 employees are benefit eligible. Of the 65 benefit eligible employees, 24 are non-union and 44 are union. Again, this case is specific to the City's 24 non-union employees and the 2014 budget; however, it is important to note that since the union contracts have been settled through 2014 the decisions made regarding the non-union group will have an impact on the City's internal equity and compensation structure.

As of this writing, staff has data from about 18% of the reporting metro area cities that indicate an average non-union wage increase of 2.08% for 2014.

Note: The July 23, 2013 work-session minutes are attached; as well as a summary of the City's wages and health insurance. If additional pending data becomes available prior to the Personnel Committee meeting staff will be prepared to share that information.

Notification:

2014 Settled Contracts -- Related to Wages and Health Insurance:

The City's three unions' (AFSCME, LELS-Patrol, & LELS-Sergeants) labor agreements were settled as follows:

2014 Wages:

LELS Patrol and Sergeants will receive a 2% increase to the 2013 wage schedule, effective on 01-01-14 for Cost of Living Adjustment and 2% increase effective on 07-01-14, for a Market Rate Adjustment.

AFSCME will receive a 2% increase to the 2013 wage schedule, effective on 01-01-14 for Cost of Living Adjustment and 1% increase effective on 07-01-14, for a Market Rate Adjustment.

2014 Health Insurance:

Unionized employees will receive the following increase of the employer (the City) contribution over 2013, as follows:

From \$1293 to \$1358 Family

From \$1095 to \$1150 Employee/Children

From \$1017 to \$1068 Employee/Spouse

From \$730-746.50 to \$767-784 Single

Or to provide cash in lieu of City's insurance contribution of \$295 per month.

All three labor agreements included the following language: “*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 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 listed above.”

The renewal came in at 13.3% due to additional healthcare reform taxes. Therefore, it is entirely possible that the unions will request a re-opener to discuss the 2014 contributions.

Observations/Alternatives:

Although this case is for discussion only. The Personnel Committee may want to come to a consensus based on the following options:

Option #1: Retain the previously budgeted 2.5% increase in order to have flexibility based on the results of further analysis and receipt of additional pending data and to offer the same health insurance benefit to the non-union group as the unionized groups.

Option #2: Option #1, plus direct staff to perform a League of Minnesota Cities wage study for each non-union position in order to gather position specific market data and then use the remaining 1/2% to increase the position(s) that are too low.

Option#3: Based on discussion.

Comment: In 2012, all staff members, except Department Heads, received a 2% increase -- Department Heads received a 1% increase. This caused an even greater disparity within the compensation structure and the market.

Funding Source:

The preliminary 2014 budget has accounted for a 2.5% non-union COLA and the health insurance increases. Note: The difference between a 2% increase and a 2.5% increase is about \$6000 per year. .

Recommendation:

Staffs' recommendation for the 2014 non-union wages is to retain the previously budgeted 2.5% increase in order to have flexibility based on the results of further analyses and receipt of additional pending data.

Staffs' recommendation for the 2014 non-union health insurance is to provide the same benefit as the unionized groups.

Action:

Not applicable at this time - discussion only.

Attachments

07-23-13 Work-Session Minutes
Overview of Wages and Health Insurance

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	10/10/2013 04:10 PM
Form Started By: Colleen Lasher		Started On: 10/10/2013 12:21 PM
Final Approval Date: 10/10/2013		

**CITY COUNCIL WORK SESSION
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA**

The Ramsey City Council conducted a City Council Work Session on Tuesday, July 23, 2013, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Mayor Sarah Strommen
Councilmember Mark Kuzma
Councilmember John LeTourneau
Councilmember Chris Riley
Councilmember Jason Tossey

Member Absent: Councilmember Randy Backous

Also Present: City Administrator Kurtis Ulrich
Finance Director Diana Lund
Police Captain Jeff Katers
Fire Marshall Matt Kohner
Public Works Superintendent Grant Riemer
Human Resources Manager Colleen Lasher
Development Services Manager Timothy Gladhill
City Engineer Bruce Westby
City Attorney Joe Langel

Mayor Strommen stated the Finance Committee discussed that there had been just under a 1% decrease in residential home values.

Finance Director Lund completed presentation of the budget information relating to personnel and road reconstruction funding. She indicated the Council will need to focus on road reconstruction funding since the general fund does not have capacity to cover that cost due to levy limits. She stated prior to adoption in September, staff needs to look at balancing the budget to the levy, and the Council needs to consider whether to use Anoka County HRA funds of \$220,000, and whether to merge the EDA/HRA account. In addition, staff will prepare a five-year budget projection for the Council's review.

City Administrator Ulrich stated the five-year projection was a request from the Finance Committee to see what is happening to tax revenue and expenditures. On the EDA/HRA, it may not be good year to eliminate the HRA during a year of levy limits but the option is available to utilize Anoka County HRA funding to substitute that levy. Or, the HRA's activity can be scaled back and those duties transferred to the EDA through the HRA levy; however, that may result in concerns with transparency. With regard to funding road reconstruction costs, there has been discussion of a franchise fee and a Council decision needs to be reached in the next month or so in order to have a road reconstruction project in 2014. He stated the assessment option also needs to be considered so if approved, it could go into place in 2014. City Administrator Ulrich stated staff will consider cuts that can be made to reach a balanced budget and that recommendation will be made for the Council's consideration.

Councilmember Riley stated the Finance Committee discussed the Comprehensive Annual Financial Report and staff had a call with S&P who indicated the General Fund reserves are the most important thing they look at. He noted there are two main changes: the difference in funding roads in 2013 (combination of debt savings and one-time monies) versus 2014; and, now we have to pay the debt, making a \$600,000 difference. That is the difference between 2013 and 2014.

Finance Director Lund stated there are also personnel changes.

Mayor Strommen noted this presentation has laid out the issues. The Council will be working on the budget over the next few months, receive the five-year projections, and need to make a decision on funding sources for road reconstruction.

City Administrator Ulrich stated he would like to test the assumption if the Council wants to levy to the maximum or if the budget should be scaled back even more, and whether to keep the HRA levy in place or cover that \$200,000 with cuts. He asked if there is support to cut back on the levy or staffing to balance the 2014 budget.

Councilmember Tossey stated one TIF district is coming off line and even with a levy increase and lower home values, it will lower the tax capacity, proving TIF is more destructive than good. He asked about the assumption of a 2.5% wage increase for non-union when union got 2%.

Finance Director Lund verified that the unions received the following: AFSCME: 2% January 1 and 1% July 1 and LELS 2% January 1 and 2% July 1st for year 2014.

Finance Director Lund stated this is preliminary for consideration by the Council but the union contracts have been approved and need to stay in the budget.

Councilmember Tossey stated he would support a .5% decrease for non-union employees instead of paying a higher increase than union employees received.

City Administrator Ulrich stated the AFSCME is 2% in January and 1% in July, or 2.5%; and, LELS was 2% January 1st and 2% July 1st which averages 3%.

Councilmember Tossey stated there could be savings by reducing non-union increases. He asked why, in September, the Council debated using Anoka County HRA funds to off-set the Ramsey HRA but there is still not an answer.

Finance Director Lund stated the Council was informed that Anoka County HRA funds could be used but decided to not use it and save it for other housing activity or a project. She indicated Anoka County had approved it, but Ramsey had to submit its budget.

Councilmember Tossey referenced about the comment on the lack of transparency when using HRA funding to pay for certain EDA things, and stated he would argue that franchise fees result in the same, lack of transparency. He felt invoking a franchise fee was an attempt to get around the levy limit.

Councilmember Kuzma stated he would like to talk about bonding for road reconstruction.

Finance Director Lund stated it is too late to bond for projects in 2013 but bonding can be done for 2014 projects. Since it would be a non-qualified bond and the process takes 90 days to complete, she would recommend it be held off to 2014.

Mayor Strommen asked when the Council will receive revised road construction costs so that discussion can be tackled. She noted it is clear the cost for road reconstruction will not fit into the General Fund levy without significant decreases elsewhere. Mayor Strommen stated all agree the roads need to be fixed so the decision is the level of projects, pace of projects, and how they will be funded.

City Engineer Westby stated information on road costs, funding options, and associated timelines will be presented at the August 13, 2013, Work Session.

Finance Director Lund explained how levy limits are determined, noting the limit is 3% of last year's levy amount.

Councilmember Tossey asked how much additional revenue will be received by the TIF #2 District coming off line and asked why that should count towards levy limits since that money could not be accessed last year.

Mayor Strommen stated the City cannot take advantage of that because it is dictated by what had been levied last year.

Councilmember Tossey stated he wants money to go towards roads but he does not support franchise fees.

Mayor Strommen stated Ramsey does not get the choice to use the additional revenue generated by decertification of TIF #2 for road construction due to levy limits.

Finance Director Lund stated another reason levies were put in place is that the state passed a sales tax exemption.

Councilmember Riley stated on the transparency issue, several years ago the EDA/HRA were the same and it was past practice to use one levy one year and the other levy the next year depending on which was the most advantageous. He stated he did not support that practice. Councilmember Riley stated this budget starts with the Strategic Plan and to make changes that can be paid for. He stated the "wish list" needs to be scrutinized first and only items included that can be paid for.

Mayor Strommen stated the personnel changes considered during strategic planning are not enough to offset road costs so that problem still needs to be addressed.

Councilmember Kuzma stated in 2014, \$156,000 needs to be cut even if the levy limit is maximized. He stated if the \$156,000 is cut, the budget would have \$500,000 allocated for roads so maybe only maintenance can be done in 2014 unless information is presented at the next Work Session to resolve that funding issue.

Councilmember Riley stated there is an operating budget and a road funding issue but right now, the \$156,000 needs to be cut first and then the Council can tackle the road funding issue. He noted that the City cannot increase taxes to pay for road reconstruction, which frames the Council's discussion.

Mayor Strommen agreed and stated the Council has wrestled with this decision for years and keeps pushing it "down the road" but that decision is needed now because there is a big issue with roads. She stated she is not concerned about cutting \$156,000 from the 2014 budget but funding road reconstruction will be a difficult decision. She stated at some point, a Council has to tackle that issue and find funding that is not one-time in nature, perhaps through a phased approach.

City Administrator Ulrich asked if the non-union wage discussion should be referred to the Personnel Committee.

The City Council agreed it should be referred to the Personnel Committee

Human Resources Manager Lasher explained it was a COLA increase on top of the entire scale.

City Administrator Ulrich stated Anoka County HRA had a caveat that it preferred one-time projects and expenditures but there was no clear answer about using Anoka County HRA funds for on-going administrative costs.

Mayor Strommen asked staff to prepare a plan that meets Anoka County's objectives and Ramsey's objectives and budget scenarios addressing both.

Councilmember Tossey asked what COR land sales are dedicated to.

Finance Director Lund stated there are two outstanding MSA bonds, sewer and water internal loans and then it is to go to pay back the HRA for development matters and help fund parks because park improvements cannot be bonded for through TIF.

Councilmember Tossey asked about the status of park funds.

Finance Director Lund stated the Park Fund has a balance of about \$2.4 million and that number does not include the cost for Elmcrest Park.

Councilmember Tossey suggested analyzing HRA land to determine if any of that money can be used for road reconstruction, noting the City is land rich but cash poor.

City Administrator Ulrich stated land proceeds have always been something hoped for to fund a lot of things, but the market has not been there and it is an unpredictable funding source.

Councilmember Tossey stated the City does not have an Economic Development Manager but the market is changing and people are interested in buying land. In addition, the Highway 10 project may increase interest in The COR property without spending money on consultants. He noted levy limits may be in place for 2015 but he thinks the way to get revenue for roads is through the levy and not through fees.

Mayor Strommen supported making this decision this year so that decision is not again delayed.

City Administrator Ulrich agreed the interchange project moving forward will result in increasing the value of The COR land.

Councilmember Kuzma raised the option of instituting a franchise fee for a year until land sales increase.

City Administrator Ulrich stated that is an option and has been used previously when the market homestead credit was cut and there were levy limits.

Finance Director Lund stated LGA had also been cut at that time and that franchise fee was instituted for one year but sunset after nine months. She noted that the budget process would be presented at tonight's Council meeting to make the public aware.

3. FUTURE TOPICS FOR DISCUSSION

City Administrator Ulrich reviewed future topics.

Mayor Strommen suggested the Metropolitan Council representative be invited and introduced at a future meeting. She stated the Mississippi River Mayor's Association had a recent conference in St. Cloud, it is free to join, and fits with the Council's Strategic Plan to promote connectivity. In addition, Parks and Assistant Public Works Superintendent Riverblood has indicated it would be in line with the Mississippi River Trail.

The Council supported discussing the Mississippi River Mayor's Association at a future Work Session.

Councilmember Tossey stated he attended Senator Peterson's Town Hall meeting and the Rum River Dam was discussed. He stated there is a movement to get all cities along the Rum River to contribute towards a secondary barrier, as it is a regional issue, instead of only the four cities within the Lower Rum River Watershed Management Organization.

City Administrator Ulrich stated the Housing Assistance Plan will be considered in several weeks. He provided updates on personnel issues.

Mayor Strommen suggested addressing concerns related to investment in abutting properties that will be impacted by the Highway 10 project.

Development Services Manager Gladhill stated the Planning Commission will be discussing that issue in August.

City Administrator Ulrich announced a cyber security session will be offered to Ramsey business owners on September 17, 2013.

4. MAYOR / COUNCIL / STAFF INPUT

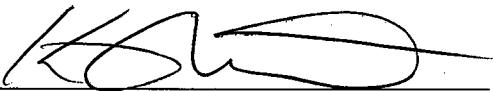
None

5. ADJOURNMENT

Motion by Councilmember Kuzma, seconded by Councilmember Tossey, to adjourn the Work Session meeting.

The Work Session of the City Council was adjourned at 6:33 p.m.

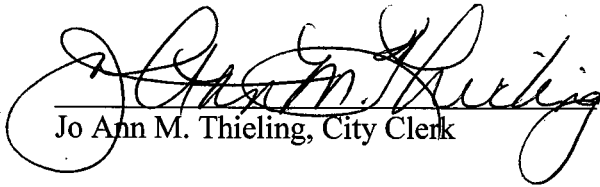
Respectfully submitted,



Kurtis G. Ulrich

City Administrator

ATTEST:



Jo Ann M. Thieling, City Clerk

Drafted by Carla Wirth
TimeSaver Off Site Secretarial, Inc.

Wages / Overview of the City's Cost of Living Adjustments (COLA)

The purpose of the COLA is to ensure that purchasing power is not eroded by inflation. Last year, the City Council was provided with the information listed below. Unfortunately, the 2014 data is not yet available and may not be for some time, pending the end of the government shut-down.

In any event, the Social Security Administration (SSA) provides data as it relates to Social Security Income and COLA calculations. (Based on the percentage increase in the Consumer Price Index for Urban Wage Earners and Clerical Workers (CPI-W)) The SSA calculated the COLA for 2013 to be 1.7% and the City gave a 1% COLA to all groups in 2013.

Note: This information has been provided as supporting documentation only and does not imply that the City relies on the SSA for budgeting purposes, or otherwise

For information purposes, a brief COLA history is listed below:

- 2013 1% for all employee groups
- 2012 2% for all employee groups, with the exception of Department Heads at 1%
- 2011 Zero % for all employee groups
- 2010 Zero % for all employee groups
- 2003 to 2009 3% each year for all employee groups

For 2014, the City's preliminary budget for non-union employees has budgeted for a 2.5% wage or cost of living adjustment.

Health Insurance / Overview of the City's Health Insurance

January 2014 marks the beginning of the City's third year with Blue Cross and Blue Shield. The City changed health insurance carriers in 2012 from HealthPartners to Blue Cross and Blue Shield as part of the Local Government Information Systems Consortium (LOGIS). The City' benefited by joining the LOGIS group in many ways, but especially through the guarantee of four years of rate caps as follows: 8 1/2% in 2013, 10% in 2014, 11% in 2015, and 12% in 2016. However, as Healthcare Reform has evolved, there have been some added taxes that have passed on to the health plan and consequently the City. As a result, the 10% rate cap increase for 2014 ended up coming in at 13.3%.

Personnel Committee

Meeting Date: 10/15/2013

By: Dean Kapler, Fire Department

Title:

Resolution to Replace the Duties Left Vacant by the Fire Marshal

Purpose/Background:

Matt Kohner, the City's former Fire Marshal, took a position in the city of Fridley in late September, 2013. Staff is proposing a Deputy Fire Chief as the replacement position, as described in the attached draft job description being brought forward for consideration.

This proposed position will provide back-up for the fire Chief, anticipates the need for succession planning, will assist with the on-going fire service consolidation effort, and is meant to ensure exemplary ongoing fire administration for the community.

In short, the position duties breakdown into operations and code enforcement at a 60/40 split, respectively. The Fire Chief has given this situation a significant amount of thought and he will be on hand at the Personnel Committee meeting to provide additional insight and answer any questions that the Committee may have.

Observations/Alternatives:

Staff feels with this structure, the Department will operate efficiently and effectively both operationally and with code compliance activity. In the near future, if a large amount of inspection/code compliance activity should arise, staff may ask for assistance from either a contracted inspection service or utilize Paid-on-Call staff to fill the need. This position will be paid through the Personnel Services budget of the Fire Department. Due to the fact that Mr. Kohner left the City at the top of his salary range, staff feels there is more than enough room in the 2014 budget to accommodate this request which proactively seeks to fill the position based on the City's public safety needs at this time vs. back-filling inadequately. Hence, it should be noted that this request is to fill the position with a Deputy Fire Chief at a salary range of \$30.14 per hour to \$37.67 per hour; as compared to that of the Fire Marshal position which was budgeted for \$34.56 per hour (2014 rates) or a range of \$27.93 per hour to \$34.56.

The Fire Chief will be on hand to discuss any potential alternative options that the Committee would like to review.

Funding Source:

The anticipated 2014 funding required for this position is approximately \$89,346 -- this is only an estimate based on a hiring range of less than a mid-point. The Fire Marshal's position (2014 wages) was budgeted at \$104,174.

Recommendation:

To make a motion, which upon City Council approval, will authorize staff to move ahead with recruiting for a Deputy Fire Chief, posted at the position's full pay scale.

Action:

Motion to approve a resolution, which confirms the recommendation of the Personnel Committee to authorize staff to begin a recruitment for a Deputy Fire Chief, posted at the position's full pay scale.

Attachments

Draft Job Desc

Form Review

Inbox

Diana Lund

Colleen Lasher

Kurt Ulrich

Form Started By: Dean Kapler

Final Approval Date: 10/10/2013

Reviewed By

Kathy Schmitz

Colleen Lasher

Kurt Ulrich

Date

10/10/2013 03:59 PM

10/10/2013 05:29 PM

10/10/2013 05:43 PM

Started On: 10/10/2013 02:44 PM

CITY OF RAMSEY POSITION ANALYSIS

POSITION TITLE: Deputy Fire Chief

DEPARTMENT: Fire Department

**POSITION TITLE OF
IMMEDIATE SUPERVISOR:** Fire Chief

PRIMARY OBJECTIVE OF POSITION:

Under the general direction of the Fire Chief, the Deputy Chief will respond to emergency incidents and assume any role within the incident command system. The Deputy Chief will also assist with the administration and supervision of the Fire Department, acting as the Fire Official in the Fire Chiefs absence. This position will also assist in reviewing plans and specifications, conduct inspections and follow-up, educates the community on fire safety issues, and participates in the development strategy of the city. The Deputy Chief will also meet the requirements of a firefighter.

RESPONSIBILITIES:

- A. Responds to emergency incidents.
- B. Assists the Fire Chief in the supervision and direction of the Fire Department Staff.
- C. Assumes role of Fire Chief in the absence of the Fire Chief.
- D. Assists with enforcement all applicable/adopted fire codes including national, state, city and other related codes.
- E. In conjunction with the Building Division, assists in reviewing plans and specification of proposed buildings, systems and/or changes to insure conformance to all applicable codes.
- F. Conducts inspections of existing structures and systems to assure compliance of all applicable fire codes including meeting with public, business owners, and others regarding compliance issues.
- G. Attends Development Review meetings as required.
- H. Assist with developing and managing fire education in the community.

- I. Participates with efforts to consolidate multi-city fire services.
 - J. Performs a wide range of tasks at the verbal or written direction (within the ability and resources of the Deputy Fire Chief/Fire Marshal) of the Fire Chief and/or City Administrator.
-
- A. Responds to emergency incidents.
 - 1. Responds to emergencies, must be able to fill in all roles within the Incident Command System.
 - 2. Meets the requirements of a firefighter.
 - B. Assists the Fire Chief in the supervision and direction of the Fire Department Staff.
 - 1. Assist in recruitment and selection activities.
 - 2. Assist with assessing firefighter performance.
 - 3. Provide input in the fire officer selection process.
 - 4. Assist Fire Chief in ensuring work rules and procedures are upheld consistently.
 - C. Assumes the role of the Fire Official in the Chief's absence.
 - 1. Fills in all roles both administratively and operational.
 - D. Assists with enforcement all applicable/adopted fire codes including national, state, city and other related codes.

Enforces all applicable/adopted fire codes including national, state, city and other related codes.

 - 1. Through inspections and education, identify, report, notify and correct issues in violation of applicable fire codes.
 - 2. Make interpretation of issues not specifically covered in the above mentioned codes.
 - 3. Writes orders of non-compliance of fire and life safety codes.
 - 4. Along with the City Attorney maintains procedures for non-compliance.
 - E. In conjunction with the Building Division, assists in reviewing plans and specification of proposed buildings, systems and/or changes to insure conformance to all applicable codes.
 - 1. Works with Building Official to review plans, specifications and changes. Notes compliance issues and resolves as required.
 - F. Conducts inspections of existing structures and systems to assure compliance of all applicable fire codes including meeting with public, business owners, and others regarding compliance issues.
 - G. Attends Development Review meetings as required.
 - 1. Along with or independent of the Fire Chief, attend meetings to assure fire safety is addressed in new construction and plans.
 - H. Develops/amends/maintains local policy relating to local and state fire code issues.
 - I. Participates with efforts to consolidate multi-city fire services.
 - 1. Participates in fire service consolidation activities.

2. Chairs Code Enforcement consolidation activities.
- J. Perform a wide range of tasks at the verbal or written direction (within the ability and resources of the Deputy Fire Chief/Fire Marshal) of the Fire Chief and/or City Administrator.

KNOLLEDGE, SKILLS AND ABILITIES:

- Ability to direct staff at emergency and non-emergency events in such a way to promote effectiveness and safety
- Good interpersonal and customer service skills
- **Ability to maintain a positive professional rapport with city staff, local businesses and members of the fire department**
- Ability to prepare and present technical reports. Also ability to make public presentations at City Council, Planning Commission, and other meetings as directed
- Working knowledge of applicable fire codes, both national, state and city (if appropriate)
- Ability to communicate (in English) effectively both verbally and in writing
- Ability to develop new programs in solving existing or new problems as they arise
- With minimal supervision, ability to work independently as a leader and as a member of a team

MINIMUM QUALIFICATIONS:

- Associate's of degree in Fire Science, Fire Administration or related field (a combination of formal and related education along with experience may be considered)
- Minnesota Certified Fire Officer 1 & 2, Firefighter II
- Minimum of 1 year experience in supervising employees
- Firefighter minimum of 5 years
- Meets requirements of a Ramsey Firefighter
- Fire and/or Building Inspection certificate

DESIREABLE QUALIFICATIONS:

- Bachelor's degree in Fire Science, Fire Administration or related field
- Formal leadership training in the Fire Service field

Personnel Committee

Meeting Date: 10/15/2013

By: Colleen Lasher, Administrative Services

Title:

Resolution to Accept a Paid-on-call Firefighter's Resignation

Purpose/Background:

Ramsey Fire Department responds from 3 different fire stations. Station #1 is located at 15050 Armstrong Blvd, Station #2 at 15153 Nowthen Blvd and Station #3 at 19800 Nowthen Blvd in Nowthen. With its 50+ Firefighters, Ramsey Fire provides emergency services for Ramsey and Nowthen.

On September 23, 2013, staff received a letter of resignation from paid-on-call Firefighter Mr. Lance Weatherly. Mr. Weatherly has served out of station #1 since late 2006; but has moved out of the City and therefore cannot continue with the Department. The Fire Chief is not requesting to fill this position at this time.

Observations/Alternatives:

None

Funding Source:

To accept the resignation of Mr. Lance Weatherly and to recruit for this position at a later date.

Recommendation:

There is no funding required for this action.

Action:

Motion to recommend City Council adopt a resolution confirming the recommendation of the Personnel Committee to accept paid-on-call Firefighter Lance Weatherly's resignation and to recruit for this position at a later date.

Attachments

No file(s) attached.

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	10/10/2013 03:47 PM
Form Started By: Colleen Lasher		Started On: 10/08/2013 03:40 PM
Final Approval Date: 10/10/2013		