

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #22-146

RESOLUTION TO APPOINT A CITY CLERK AND PROMOTE AN EMPLOYEE TO A HUMAN RESOURCES SPECIALIST

WHEREAS, Due to restructuring in the Administrative Services Department, the City Clerk role is no longer being filled by the Administrative Services Director, Colleen Lasher; and

WHEREAS, per the Minnesota Statute 412.51, certain duties are defined as “DUTIES OF CLERK”; and

WHEREAS, Deputy City Clerk, Katie Schmidt has trained with Ms. Lasher related to her duties; and

WHEREAS, Ms. Schmidt completed the City Clerks institute in 2021 and is a Minnesota Certified Municipal Clerk (MCMC); and

WHEREAS, the City Administrator will act on behalf of the City Clerk during times of the City Clerk’s absence.

WHEREAS, Human Resources is significantly understaffed; and

WHEREAS, The City Council authorized promoting an employee to a Human Resources Specialist

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF RAMSEY, ANOKA COUNTY, STATE OF MINNESOTA, as follows:

- 1) Motion to adopt resolution #22-146 to appoint Ms. Katie Schmidt, as the City of Ramsey’s City Clerk, effective July 1, 2022 enabling her to carry out the duties afforded to the City Clerk per Minnesota Statute 412.151.
- 2) Motion to adopt resolution #22-146 to promote Ms. Nicole Laubach to a full time Human Resources Specialist at \$26.50 per hour, effective July 1, 2022.

The motion for the adoption of the foregoing resolution was duly seconded by Councilmember , and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 28th day of June, 2022.

Mayor

ATTEST:

City Clerk