

LABOR RELATIONS COMMITTEE

MINUTES

The Labor Relations Committee of the Willmar City Council met on Thursday, March 21, 2013, in Conference Room #1 at the City Office Building.

Present:	Steve Ahmann	Chair
	Jim Dokken	Member
	Denis Anderson	Member
	Ron Christianson	Member
	Charlene Stevens	City Administrator

Others present included Mayor Frank Yanish, Council Member Audrey Nelsen and Labor Attorney Frank Madden.

Item No. 1 The meeting was called to order by Council Member Ahmann a 4:45 p.m.

Item No. 2 Closed Session Pursuant to Minn. Stat. §13D.03

Council Member Anderson moved to close the meeting at 4:50 p.m. pursuant to Minn. Stat. §13D.03 to discuss labor negotiation strategies. Council Member Dokken seconded the motion, which carried.

The meeting was reopened at 6:05 p.m. upon motion by Council Member Dokken, seconded by Council Member Anderson, and carried.

Item No. 3 Discussion of Process for Upcoming Performance Evaluation of City Administrator.

The Committee discussed and reviewed various forms for evaluation of the City Administrator and agreed that Ms. Stevens and Council Member Ahmann could work on the form. Council Member Christianson stated he would supply a copy of a self-evaluation form that had been used in the past.

The timeframe for completion was also discussed, with agreement that the City Administrator and City Council should have the opportunity to review the completed evaluation in advance of any meeting to discuss the same.

Council Member Ahmann stressed the importance of adhering to the Minnesota Data Practices Act and suggested using the City Attorney as a conduit for the individual forms completed by the City Council Members as had been done by the Willmar Municipal Utilities. This matter was for information only.

Item No. 4 Miscellany

Council Member Ahmann raised the issue of legislative relations and suggested that the City Council become more active with the City's state legislators. Council Member Anderson suggested that additional Council members and/or the Mayor participate in the City's legislative visit to St. Paul as part of the Coalition of Greater Minnesota Cities.

Ms. Stevens also stated that the League of Minnesota Cities has different policy committees on which she and the Finance Director currently serve, but elected officials can also participate.

Council Member Christianson asked about the hiring of a City Engineer. Ms. Stevens agreed that the City Engineer is an important position and stated that the only reason she had held off on hiring for the position was to consider some possible restructuring of duties in Planning, Engineering and Public Works.

There being no further business to come before the Committee, the meeting adjourned at 6:45 p.m. on a motion by Council Member Christianson, seconded by Council Member Dokken, and carried.

Respectfully submitted,

Charlene Stevens,
City Administrator