

**LABOR RELATIONS COMMITTEE**

**MINUTES**

The Labor Relations Committee of the Willmar City Council met on Tuesday, March 26, 2014, in Conference Room No. 1 at the City Office Building.

Present:	Steve Ahmann	.....	Chair
	Jim Dokken	.....	Vice Chair
	Denis Anderson	.....	Member
	Ron Christianson	.....	Member

Others present: City Administrator Charlene Stevens, Council Member Tim Johnson and Finance Director, Steve Okins.

Item No. 1      Call to Order

The meeting was called to order by Council Member Ahmann at 4:45 p.m.

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

Council Member Christianson made a motion, seconded by Council Member Anderson to go into closed session pursuant to Minn. Stat. §13D.03 to discuss labor negotiation strategies. The meeting was closed at 4:46 p.m.

The meeting was reopened at 5:30 p.m. on a motion by Council Member Anderson, seconded by Council Member Christianson.

At this point, Finance Director, Steve Okins, joined the meeting.

Item No. 3      Consideration of Contract with AFSCME Public Works.

Chair Ahmann reviewed the tentative agreement with AFSCME Public Works (see attached document), summarizing the agreement for 2014-2015. Chair Ahmann highlighted the annual wage increases of 2.0%, the changes in language for contracting, the change in post-retirement health care and the changes in the employer contribution for insurance.

Council Member Anderson made a motion, seconded by Council Member Christianson, to approve the contract with AFSCME Public Works for 2014-2015 as described and attached. The motion carried.

Item No. 4      Information Systems Coordinator – Authorization to Fill Vacancy.

Ms. Stevens stated that Mark Boeschen, the Information Systems Coordinator, has given his notice. His last day of employment will be April 4<sup>th</sup>. Mark will be starting his own business in the technology field. As his position is critical to the operations of the City, it was recommended the vacancy be posted and filled as soon as possible.

Council Member Christianson asked if it would be possible to contract for the service. Ms. Stevens stated that she felt the City had a need for an individual on staff. Chair Ahmann questioned if forensic skills were necessary. Ms. Stevens stated that Ross Smeby, another employee, did have some of that training.

Following the discussion, a motion was made by Council Member Christianson, seconded by Council Member Dokken, to open the hiring process for Information Systems Coordinator. The motion carried.

Item No. 5      Old Business

Chair Ahmann stated that he would like to meet with the City Administrator to discuss the annual evaluation process and forms. Ms. Stevens stated that she was willing to discuss the process and forms and noted that the annual evaluation process should more closely follow that of other City employees, which follows an employee's anniversary date.

Chair Ahmann also raised the topic of the Council Planning Retreat again. Council Member Anderson suggested that perhaps an early start on the budget and potential discussion of the Capital Improvements Plan (CIP) would be a starting point.

There being no further business, the meeting was adjourned at 5:55 p.m.

Respectfully submitted,

Charlene Stevens  
City Administrator