

LABOR RELATIONS COMMITTEE

MINUTES

The Labor Relations Committee of the Willmar City Council met on Wednesday, May 29, 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 Frank Madden, Labor Attorney via conference call.

Item No. 1 The meeting was called to order Council Member Ahmann at 4:50 p.m.

Item No. 2 Chair Ahmann asked if there was any public comment and there was none.

Item No. 3 Closed Session Pursuant to Minn. Stat. §13D.03 to Discuss Labor Negotiation Strategies.

Council Member Anderson moved to close the meeting at 4:55 p.m. for the purpose of discussing labor negotiation strategies pursuant to Minn. Stat. §13D.03. Council Member Christianson seconded the motion, which carried.

The meeting was reopened at 5:50 p.m. upon motion by Council Member Anderson, seconded by Council Member Christianson, and carried.

Item No. 4 Public Works Superintendent Retirement and Authorization to Fill Vacancy.

City Administrator Stevens stated that a vacancy would occur in the Public Works Superintendent position due to retirement in July and asked for authorization to fill the vacancy. Ms. Stevens stated that the position was critical to operations and would remain the same in any of the proposed realignment strategies.

Following discussion, a motion was made by Council Member Anderson, seconded by Council Member Dokken, and carried to authorize advertisement and filling of the vacancy for Public Works Superintendent due to retirement with an internal advertisement occurring before an external advertisement.

Item No 5: Old Business

There was no old business.

Item No. 6: New Business

Council Member Anderson raised the idea of a Council retreat to occur in late summer or fall, ideally at an off-site location. Committee Members stated it would be important for all Council Members to participate. Council Member Anderson made a motion, seconded by Council Member Dokken, to

have the City Administrator begin plans for a Council retreat to be held in fall of 2013 at an offsite location with a facilitator to be determined. The motion carried.

Chair Ahmann raised the issue of Minnesota Data Practices, adhering to the law and City policy to educate and make Council Members aware. Ms. Stevens reminded the Council that a copy of the policy had been sent electronically to them and that the purpose of the policy and the law was to protect private employee data.

Chair Ahmann also raised the issue of succession planning and knowledge transfer as employees retire. Chair Ahmann suggested that the Willmar Municipal Utility was implementing a program that might serve as a model for the City.

Chair Ahmann also commented on recognition of good employee performance and how that might be best communicated. It was suggested to forward compliments and/or concerns through the City Administrator's office, which would be passed on appropriately.

There being no further business, the meeting was adjourned at 6:30 p.m. on a motion by Council Member Anderson, seconded by Council Member Christianson, and carried

Respectfully submitted,

Charlene Stevens,
City Administrator