

WAITE PARK CITY COUNCIL SPECIAL MEETING

APRIL 26, 2016

A special meeting of the Waite Park City Council was held at Waite Park City Hall on Tuesday, April 26, 2016 beginning at 5:00 PM.

MEMBERS PRESENT

Members present were Mayor Miller, Councilmembers Linquist, Schulz, and Theisen.

CITY REPRESENTATIVES PRESENT

City Representatives present were City Administrator Johnson, Deputy Clerk-Treasurer Virnig, Public Works Director Schluenz, Public Works Supervisor Warzecha

OTHERS PRESENT

Bruce Berscheit

COUNCIL AGENDA

Motion by Member Theisen, second by Member Linquist, to approve the 4/26/16 Council Agenda as presented. The motion carried unanimously by those members present.

1. CONSIDER MAINTENANCE WORKER APPOINTMENT

The Civil Service Board has reviewed 54 applications for the Maintenance Worker position. They have brought forward two candidates for the council to interview and consider for the position. The Council completed final interviews prior to the Council meeting. If the Council chooses, they can choose to offer a conditional job offer subject to a successful background check and physical and drug testing requirements.

In addition to this action, the Council will also need to set the length of the eligibility list for the Maintenance Worker position. The maximum length of the eligibility list is 2 years. The City Council can make this list shorter than two years.

Staff's recommendation is to consider the recommendation of the Civil Service Board for hiring and to set the length of the eligibility list to not exceed 6 months.

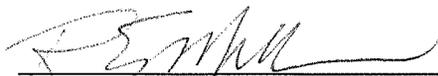
Motion by Member Linquist, second by Member Theisen, to appoint both Dean Popp and Brian Catton to the Maintenance Worker position. Starting salary would be a Pay Grade 4, Step 1. Employment offer is subject to a successful completion of a background check and drug and physical testing. Both individuals will be eligible in six months from the date of their employment to move to Pay Grade 4, Step 2 provided they have a satisfactory employment performance review completed by their supervisor with a recommendation to approve the step increase. Dean Popp would be eligible to start first with Brian Catton starting at least a week later. The motion carried unanimously by those members present.

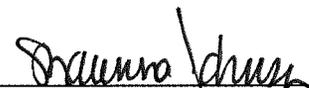
2. OTHER BUSINESS

There was no other business discussed.

ADJOURNMENT

Mayor Miller declared the meeting adjourned at 5:03 p.m.


Richard E. Miller
Mayor


Shaunna Johnson
City Administrator