

WAITE PARK CITY COUNCIL REGULAR MEETING JANUARY 4, 2021

1. CALL TO ORDER

A meeting of the Waite Park City Council was held on Monday, January 4, 2021 beginning at 6:30 PM.

MEMBERS PRESENT

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

CITY REPRESENTATIVES PRESENT

City Representatives present or on the call were City Administrator Johnson, Deputy Clerk-Treasurer Virnig, Chief of Police Bentrud, Public Works Director Schluenz, City Attorney Storm, and SEH Engineer Halter

OTHERS PRESENT

None

2. PLEDGE OF ALLEGIANCE

3. PUBLIC INPUT

No public comment was given.

4. COUNCIL AGENDA

Member Schulz moved to approve the agenda as presented, seconded by Member Theisen. Motion carried unanimously.

5. CONSENT AGENDA

- 5.A. Approve Resolution Accepting Donations to the City (**RESOLUTION 010421-01**)
- 5.B. Approve New Massage Enterprise – Jamie’s Therapeutic Massage
- 5.C. Approve New Massage Enterprise – Jason’s Body Harmonics LLC
- 5.D. Approve New Massage Enterprise – Relaxing Pure Center LLC
- 5.E. Approve Resolution on MOU for Police Administration MOU on HSA (**RESOLUTION 010421-02**)
- 5.F. Approve Resolution on Non-Union MOU for Contributions to HSA (**RESOLUTION 010421-03**)

Member Linquist asked to put items 5.B. Approve New Massage Enterprise – Jamie’s Therapeutic Massage, 5.C. Approve New Massage Enterprise – Jason’s Body Harmonics LLC, and 5.D. Approve New Massage Enterprise – Relaxing Pure Center LLC.

Member Schulz moved to approve items excluding 5.B. Approve New Massage Enterprise – Jamie’s Therapeutic Massage, 5.C. Approve New Massage Enterprise – Jason’s Body Harmonics LLC, and 5.D. Approve New Massage Enterprise – Relaxing Pure Center LLC, as presented. Motion seconded by Member Schmitt. Motion carried unanimously.

Member Linquist stated he wants everything regarding Massage Enterprise Licenses approved by Chief Bentrud before the meeting, so it didn’t have to be approved “contingent upon”. Chief of Police Bentrud stated that all three Enterprises were reviewed and approved since the agenda went out and they are good to approve.

Member Linquist moved to approve items 5.B. Approve New Massage Enterprise – Jamie’s Therapeutic Massage, 5.C. Approve New Massage Enterprise – Jason’s Body Harmonics LLC, and 5.D. Approve New Massage Enterprise – Relaxing Pure Center LLC. Motion seconded by Member Theisen. The motion carried unanimously.

6. REGULAR AGENDA ITEMS

6.A. CONSIDER POLICE ADMINISTRATION COLLECTIVE BARGAINING CONTRACT

The City of Waite Park has reached a tentative agreement with the LELS Police Administration Collective Bargaining Unit. A copy of this Agreement and a summary of the proposed changes was presented for review. The Agreement is a three-year agreement and includes the implementation of the City's pay plan for the positions within this bargaining unit.

Member Linquist asked if giving the Mayor and City Administrator authorization to execute is taking away power from the Council. It was clarified that it's only to authorize to execute or sign.

Member Theisen moved to approve the Police Administrative Collective Bargaining Agreement as proposed by Resolution 010421-04, seconded by Member Schmitt. Motion carried unanimously (RESOLUTION 010421-04).

6.B. CONSIDER NON-UNION COMPENSATION PLAN & LEAVE POLICIES

Consistent with the collective bargaining tentative agreements, the City also makes adjustments that are consistent for the non-union positions. Included for this year, is the implementation of the pay plan. Increases were shown on the presented spreadsheet. Wage increases include an increase for January 1, 2021 implementation on the pay plan showing their current steps and grade and proposed steps and grade along with the corresponding salary schedules. There are two salary schedules, an exempt and non-exempt schedule that correspond to employees exempt or non-exempt status. With the implementation of the new pay plan, step increases will occur on employee anniversary dates as they have previously.

In addition to this, changes have been recommended to the vacation policy and the sick leave policies. To keep the consistency with the collective bargaining tentative agreements, the City adjusts the non-union vacation and sick leave policies. The vacation policy is adjusting the vacation hours consistent with the collective bargaining proposals and allow vacation use after being employed for four months verses a year. In addition to this, a change was also made to sick leave allowing employees to use up to 40 hours of sick leave after four months of service verses six months of service. A copy of the proposed changes was presented for review and consideration.

Member Schulz moved to approve:

- 1) the Non-Union Pay Plan implementation as proposed with the proposed increases for 2021 on January 1st and on employee anniversary date step increase adjustments; and
- 2) The updates to the Vacation and Sick Leave policies for non-union employees consistent with the collective bargaining units

Motion seconded by Member Theisen. Motion carried unanimously.

7. COUNCIL/MAYOR

7.A. REVIEW AND APPROVE BILLS

Member Schmitt moved to approve the 12-4-20 to 12-28-20 bills as presented, seconded by Member Linquist. Motion carried unanimously.

Mayor Miller read aloud a letter from Wild About Birds thanking the City for the CARES Act dollars that they received.

8. ADMINISTRATOR UPDATE

City Administrator Johnson stated that Stearns County is handling the next round of CARES Act money for businesses. Stearns County will be reviewing and approving the criteria soon.

City Administrator Johnson stated the next Council Meeting will be January 25th.

ADJOURNMENT

Mayor Miller declared the meeting adjourned at 6:45 pm.



Richard E. Miller
Mayor



Shaunna Johnson
City Administrator