

Personnel committee members Julie Bruhn, Natalie Fischer and Julie Lammers met on May 2, 2021, at 11:30 am. at the Vergas Event Center Council Chambers.

1. Cities employees mask mandate and other Covid related policies were discussed. Recommend to council to change the Covid 19 Business Plan to allow vaccinated employees to no longer wear masks during working hours. Recommended all protocol's regarding park equipment and picnic tables return to non-covid rules after Memorial Day.
2. Lammers personnel time off (PTO) has reached 200 hours and committee recommends to Council to allow her until July 31, 2021, to use PTO.
3. Pay structure was discussed, committee recommends a step structure be implemented and a cost-of-living increases given to all employees January 1 of each year. Reviewed City Pay Table and structure. Based on information from LMC and other communities there is a classification and compensation plan framework that is based on performance and cost of living adjustments. Prior to finalizing a pay structure would like information on liquor store clerk pay. Had recently looked at pay for LS manager, City Clerk and utility positions.
4. Lammers was asked to update Clerk-Treasurer Job Description, so ready when LS Manager position filled.

Recorder/ Clerk-Treasurer Julie Lammers, CMC