

**CITY OF VERGAS**  
**COUNCIL WORKSHOP MINUTES**  
**VERGAS GOVERNMENT SERVICES CENTER**  
Thursday, November 7, 2024

The City Council of Vergas met at 4:00 pm, on Thursday, November 7, 2024, at the Vergas Government Services Center for a council workshop with the following members present: Mayor Julie Bruhn; Council Members: Bruce Albright, Natalie Fischer, Dean Haarstick, and Paul Pinke. Absent: none. Also present: Clerk/ Treasure Julie Lammers; and Citizen Dwight Lundgren.

**Call to Order:**

Mayor Bruhn called the meeting to order.

**Review of Utilities Superintendent Concerns:** The group reviewed the concern list provided by the Utilities Superintendent.

**1. Supervisor. (Am I a supervisor)?**

The Personnel Committee noted that there was discussion about moving the position to Supervisor but, in the past month's observation, it is recommended that he not be in the supervisor role. He has not demonstrated the skills required for a supervisor position (budgeting, communication, performance reviews, etc.) The current procedures state that the Utilities Superintendent provides the work direction to the Maintenance Operator. The main problem has been in communications between the two positions. Communication is key for the position to succeed. The Personnel Committee did not want to set up the position to fail.

**2. Work hours (allowing schedule to change from 7:00 to 4:00 pm to 7:30 to 4:00 pm all year):**

The Personnel Committee explained that the Utilities department has always set their own schedule. They are currently allowed flexibility in scheduling. The only requirement has been that their work hours match what is required to do the work. Example: if water needs to be turned on Friday at 2 pm one of them needs to work Friday afternoon.

**3. Flexibility:**

Again, the position allows flexibility and scheduling of their own work. The only requirement is to match the hours to the work that needs to be performed.

**4. Lunch break:**

The issue noted by the Utilities Superintendent was regarding the time the Maintenance Operator takes lunch and wanting a set time for lunch breaks. The Personnel Committee stated that communication is key and again that flexibility is allowed to get the work done.

**5. On call pay:**

Lots of research has been done regarding on-call pay. Other cities in the area do not offer this. Lammers read statements from a law firm. "No, most plow driers do not need to pay for the time they are on call. If workers are allowed to use their time for their own purpose, you don't need to pay time until they are called in. If your company imposed too many restrictions on call workers, however, you may be required to pay them for that time."

The Utilities Superintendents request for lunch break pay (to offset on call pay) was discussed. The law is that employees take lunch breaks, and it is in the current policy. State law states employees get two 15-minute paid breaks and one unpaid ½ hour break when working 8 or more hours. There are employee rights and employer rights, and they need to be followed. Currently if work requires that utilities workers need to work through lunch break for specific reason, they make the Personnel committee aware of the situation. A main reason for the requirement is for 'safety.'

**6. Salary:**

No discussion from the group as the statement from the Utilities Superintendent was that he was in favor of hourly, which is currently being provided.

**Snowplow Policy:** Albright read the snowplow policy and asked if any changes were needed. After a group discussion everyone agreed the current policy has worked well. There was also discussion regarding having a contract with an independent snowplow service to use when needed (contract from the past has expired).

**Council Recommendations:** No policy changes were recommended.

**Adjournment:** Albright thanked Bruhn and Fischer for their work on the Personnel Committee. The meeting was adjourned at 5:15 pm.

Vergas Clerk-Treasurer  
Julie Lammers, CMC