

**City of Vergas
Personnel Committee Meeting**

The Personnel Committee met on Monday, August 31, 2026, at 10:00 am at 131 E Main St at the Government Services Center.

Present A: Absent N/A: No Meeting/Nonparticipant

Call to Order

The

2026	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Julie Bruhn, Mayor Appointment	P	P				P		P				
James Stenger, Council Appointment	P	P				P		P				
Julie Lammers, Clerk-Treasurer	P	P				P		P				
Mike DuFrane, Utilities Superintendent	P	N/A				N/A		NA				
Matt Engebretson, Maintenance Worker	N/A	P			N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

meeting was called to order at 10:00 AM.

Agenda

The Liquor Store was added to the agenda.

Liquor Store

Reviewed request from Liquor Store Manager to carry over comp time from 2026 to 2027 instead of being paid out in December. Current Policy: In December of each year all employees carrying a compensatory time balance shall be paid in full for said balance at the employee's hourly pay rate at the time payment is made.

Motion by Bruhn, seconded by Stenger, to recommend to Council to allow carryover of comp time by employees not earning Personnel Time Off (PTO) and comp hours carried over not to exceed 30 hours. Motion passed unanimously.

Discussed the current cost of liquor store employee benefits. Bruhn noted benefits can be up to 30% of pay. Reviewing current negative balance at the liquor store of \$65,905.07 discussed not having more than one full-time employee beginning January 1, 2027, as current full-time employee has expressed interest in moving to part-time or retiring from the liquor store. This would save the liquor store approximately \$20,000.00 a year.

Motion by Bruhn, seconded by Stenger, to recommend to council to only have one full-time staff person at the liquor store beginning January 1, 2027. Motion passed unanimously.

2027 Employee Pay Structure

Reviewed the information provided by the LMC salary survey for the current city positions.

Motion by Bruhn, seconded by Stenger, to recommend to Council to update the current pay structure, increasing the following starting scale at the following positions Clerk-Treasurer by two dollars, Utilities Superintend and Liquor Store Manager by fifty cents and the Liquor Store Clerks by one dollar. Motion passed unanimously.

Adjournment

The meeting adjourned at 10:40 a.m. upon completion of business.

Secretary,
Julie Lammers, CMC
Vergas City Clerk-Treasurer

Council Recommendations

Approve updated pay structure effective Jan. 1, 2027.

Allow Liquor Store Manager to carry over comp time from 2026 to 2027.

Approve change in policy to only have one full-time employee at the liquor store beginning, January 1, 2027.

Follow Up Actions:

Lammers to update and provide Proposed 2027 step structure to committee members.