

Special Meeting of the Holdingford City Council November 28, 2016

The Special Meeting was called to order at 5:00 p.m. by Mayor Sue Marstein to discuss employee issues including; hiring to replace the Brian Zapzalka, Maintenance Supervisor who submitted his resignation letter last week, the union contract proposal and insurance for employees.

Options were discussed for posting the Maintenance position. A "B" wastewater operator's license is needed for the WWTP and Andy currently has a "D" certification and it would take an about 3 more years for him to get his certification. The city has subcontracted in the past for monthly inspections and reporting requirements. A quote was obtained for People Services, Inc. for Certification sign-offs at \$350/week. Retired city employee, Jerry Schueler, had been subcontracted with the city at \$500/month prior to Brian getting his "B" license. The council agreed to extend the offer to Jerry Schueler, Jon Forsell, from the City of Avon or Brian, if no one was interested. They also asked that an arrangement be made with Larson's or Scepaniak's for a Class B driver to help with snow removal in the interim.

Hiring for maintenance supervisor position vs maintenance specialist position was discussed. Preference for Class B wastewater and other certifications will be noted in ad as well as difference in starting salary for possessing required certifications. Two weeks, application deadline. Special meeting dates were set for Monday, December 19th at 5:00pm to review applications and Wednesday, December 21st at 5:00pm for interviews.

A counter offer for the Union contract was discussed. Reclassifying the Maintenance Supervisor to Utility Supervisor wouldn't be necessary since Brian resigned. The Maintenance Specialist could be moved up to Step 4 after the annual review but would not be reclassified since his certifications have not changed and there is an Assistant Maintenance Supervisor position that is already designated at that level.

Sue noted that the offer will also include removing the wording in Article 2: section c) not supervisory and confidential employee; since it does not apply to the union setup in Holdingford.

Brian has comp hours and offered to take off Thursday, Dec 1-Monday Dec 5th to use up the hours. Council agreed that if there is work to do then he should be working. He will complete Andy's annual review before Monday.

The union proposed that employee benefits include coverage of Public Employees Insurance Program Advantage Plan, Delta Dental Preventative Dental Plan and Basic Life/AD&D to the maximum \$50,000 for single employee coverage. Family coverage would be the responsibility of the employee. Single employee coverage including the above benefits would amount to \$8,524.32 per year at \$710.36 per month per employee.

There was discussion on whether to set a specific dollar amount for insurance or cost share premiums 75% by City - 25% by employee as was done in the past. Currently the city is paying a monthly stipend of \$500 to single employees and \$1300 for family coverage. It was also discussed to offer all employees the same level of single coverage in 2018, and for 2017 the four full time employees would get single coverage and the additional budgeted amount would be split between the two employees who are currently getting family insurance. The clerk noted that it would be a loss in benefits for those two employees.

Eric Berscheid made a motion to give employee single coverage up to PEIP Advantage Plan, with dental and life insurance as proposed and have extra budgeted amount split up between the two employees with family coverage for 2017. Alan Walz seconded the motion. Voting in favor: Berscheid, Walz, and Odden. Opposed; Marstein and Sanchez.

Alan Walz made a motion to adjourn. Eric Berscheid seconded the motion. Meeting adjourned at 7:30pm.

Respectfully Submitted,

Sandra Meer
Holdingford City Clerk