

**HUMAN RESOURCES COMMITTEE  
MEETING MAY 19, 2014**

**MEMBERS PRESENT:** Bob Finsland, Denise McDonald, Esther Dalbec

**OTHERS PRESENT:** Debbie Bergstrom, Jeff Goetzman, Cammi Koneczny, Charles LaGesse,  
Mary Morgan

Mike Herrick was excused.

The meeting was called to order at 4:00 p.m.

**1) Election of HRC Chair and Co-Chair.**

Motion by McDonald, seconded by Dalbec, to nominate Finsland HRC Chair. APPROVED

Motion by Finsland, seconded by Dalbec, to nominate McDonald HRC Co-Chair. APPROVED

**2) Request to Fill Positions:**

- A) Engineering Tech Student Worker – ESD (2 positions)**
- B) Police Officer**
- C) Landfill Heavy Equipment Operator & Subsequent Vacancies**

Motion by Dalbec, seconded by McDonald, to approve the request to fill positions. APPROVED

**3) Revised Policies:**

- A) Disciplinary Actions Policy #16.01 – Clarification of steps & representation**
- B) City Labor-Management Committees Policy #01.07 – Clarification of purpose and roles**
- C) Salary & Benefit Policy Non-Union Employees (Handbook) – Corrections only, no changes to current practice**

Motion by McDonald, seconded by Dalbec, to approve the revised policies with noted changes. APPROVED

**4) Public Works Street & Parks Division Reorganization:**

- A) Eliminate Street Superintendent position**
- B) Approve updated job descriptions for Working Foreman, Public Works Superintendent, Superintendent of Parks, Rec & Forestry**
- C) Appoint Nathan Johnstad to PW Supt effective 2/3/14**
- D) Increase Supt of Parks, Rec & Forestry salary and reclassify John Krivinchuck to position effective 2/3/14**
- E) Increase Working Foreman wage rate effective upon Council approval**

Motion by McDonald, seconded by Dalbec, to approve the Public Works Street & Parks Division Reorganization. APPROVED

**5) Landfill Staff Adjusted Holiday Hours – Add 5 floating holiday hours to Coral Noonan’s balance to make up the balance of her 10 paid holidays due.**

Motion by Dalbec, seconded by McDonald, to approve the Landfill Staff Adjusted Holiday Hours. APPROVED