

SPECIAL COUNCIL MEETING
CITY OF CROSSLAKE
MONDAY, NOVEMBER 21, 2011
11:30 A.M. - CITY HALL

The Council for the City of Crosslake met in a Special Session on Monday, November 21, 2011 at City Hall. The following Council Members were present: Mayor Darrell Schneider, Steve Roe, Dean Swanson, John Moengen and Rusty Taubert. Also present was City Administrator Tom Swenson, Clerk/Treasurer Jenny Max, Public Works Director Ted Strand and General Manager Paul Hoge. There were two people in the audience.

1. Call to order – Mayor Schneider called the special meeting to order at 11:30 A.M.
2. City Administrator Swenson read a memo from the Personnel Committee regarding a recommendation to adopt a donated leave policy. The Committee received a request from AFSCME to implement a City policy which allows employees to donate leave time to another employee for a catastrophic or life-threatening illness. The policy would allow an employee to donate up to eight hours of either vacation or personal time to an employee with a qualifying event and would allow an employee to receive up to 20 days of donated leave. Administrator Swenson noted the Committee is recommending the Council approve the policy for the non-union employees and allow a one-time, non-precedent setting approval for AFSCME employees to utilize this policy for an employee who has requested to receive donated leave.

MOTION 11S1-01-11 WAS MADE BY DEAN SWANSON AND SECONDED BY JOHN MOENGEN TO APPROVE THE POLICY FOR DONATED LEAVE FOR NON-UNION EMPLOYEES AS PRESENTED. The Council continued their discussion.

Lane Braaten requested the Council amend the proposed policy to allow more than eight hours donated per employee since there is a cap on the total amount of hours an employee is eligible to receive. Mr. Braaten noted that in his opinion it shouldn't matter where the hours come from if the total is being capped at 20 days.

Councilmember Roe questioned the policy in that it stated both hours and days when referring to how much can be donated and received. There was agreement that it made more sense for the policy to reference hours as the unit of time. MOTION 11S1-01-11 WAS AMENDED BY DEAN SWANSON AND SECONDED BY JOHN MOENGEN TO ALLOW A RECIPIENT TO RECEIVE UP TO 160 HOURS OF DONATED LEAVE TIME INSTEAD OF 20 DAYS FOR NON-UNION EMPLOYEES. MOTION CARRIED WITH ALL AYES.

MOTION 11S1-02-11 WAS MADE BY DEAN SWANSON AND SECONDED BY RUSTY TAUBERT TO ALLOW AFSCME UNION EMPLOYEES TO UTILIZE THE CITY'S DONATION LEAVE POLICY ON A ONE-TIME, NON-PRECEDENT SETTING BASIS TO ALLOW EMPLOYEES TO DONATE UP TO EIGHT (8) HOURS OF VACATION OR PERSONAL TIME TO TERRY KINKAID. MOTION CARRIED WITH ALL AYES.

There being no further discussion, MOTION 11S1-03-11 WAS MADE BY DEAN SWANSON AND SECONDED BY JOHN MOENGEN TO ADJOURN THIS SPECIAL MEETING AT 11:49 A.M. MOTION CARRIED WITH ALL AYES.

Respectfully submitted by,

A handwritten signature in black ink, appearing to read "J Max", is written over a circular stamp. The stamp is partially obscured by the signature.

Jennifer Max
Clerk/Treasurer

Deputy Clerk/Minutes/11-21-11 Special.doc