

SPECIAL COUNCIL MEETING
CITY OF CROSSLAKE
WEDNESDAY, AUGUST 9, 2023
9:00 A.M. – CITY HALL

The Council for the City of Crosslake held a Special Meeting on Wednesday, August 9, 2023. The following Council Members were present: Mayor Dave Nevin, Aaron Herzog, Jackson Purfeerst, Sandy Farder, and Marcia Seibert-Volz. Also in attendance were City Administrator Mike Lyonais, City Clerk Char Nelson, Park Director TJ Graumann, and Police Chief Jake Maier. There was one person in the audience.

Dave Nevin called the meeting to order at 9:06 A.M.

Police Chief Jake Maier reported that Jennifer LeBlanc was interviewed on July 27, 2023. Ms. LeBlanc has 7 years-experience as police administrative assistant and 8 years-experience as dispatcher. Ms. LeBlanc will need no training and can “hit the ground running”. Chief Maier recommended that hourly wage start at \$25.10, sick leave start with 3 days, and all other benefits follow Employee Handbook. Ms. LeBlanc is a Crosslake resident and can start September 4 or sooner.

Marcia Seibert-Volz stated that she was on the interview panel and she thought the candidate was very knowledgeable, forthright and sincere. Aaron Herzog stated that he was also on the panel and in favor of hiring her. Sandy Farder stated that it will be nice to have someone working at the front desk of the Police Department and suggested that the City put a notice in the newspaper. Dave Nevin asked if there is enough work to keep her busy and Chief Maier confirmed that there is.

Marcia Seibert-Volz asked if this person would be in the union and where the pay rate would fit into the union scale. Mike Lyonais replied that the employee could choose whether or not to join the union. Char Nelson stated that the City would need to negotiate with the union to determine where the Police Administrative Assistant position would fit into the union pay scale.

MOTION 08SP2-01-23 WAS MADE BY MARCIA SEIBERT-VOLZ AND SECONDED BY JACKSON PURFEERST TO HIRE JENNIFER LEBLANC TO FILL POLICE ADMINISTRATIVE ASSISTANT POSITION AT A RATE OF \$25.10 PER HOUR WITH SIX MONTH PROBATION PERIOD, 3 DAYS SICK LEAVE AND STANDARD ACCRUAL OF REGULAR BENEFITS. MOTION CARRIED WITH ALL AYES.

MOTION 08SP2-02-23 WAS MADE BY AARON HERZOG AND SECONDED BY SANDY FARDER TO ADJOURN THE MEETING AT 9:27 A.M. MOTION CARRIED WITH ALL AYES.

Respectfully Submitted,



Charlene Nelson
City Clerk