

State of Minnesota
Counties of Scott & Le Sueur
City of New Prague



Joint Special City Council
and NPUC Meeting
Wednesday, February 6, 2013

Mayor Nickolay called the Joint Special meeting to order at 6:00 p.m. with the following City Council Members present: Nickolay, Bartusek, Bruzek, Ryan and Scripture

Utility Commission Members Present: Dan Bishop, Paul Busch, Richard Jordan, Chuck Wann and Chuck Nickolay

Staff Present: City Administrator Johnson, Administrative Services Director Solheid, Electric Supervisor Bruce Reimers and Maintenance Supervisor Glen Sticha

Mayor Nickolay opened the meeting and indicated that the purpose of the joint meeting was to discuss the Public Works Organizational Review Report from SEH dated January 3, 2013, evaluate the 3 recommended options and attempt to arrive at a consensus on how to proceed.

It was moved by Bruzek and seconded by Bartusek to approve the agenda as presented. All voted in favor of the motion. (5-0)

Mayor Nickolay identified the 3 options as listed in the SEH Report:

1. Replace the Public Works Director position as it currently exists.
2. Promote the current Maintenance Supervisor and Electric Supervisor to Manager-level positions
3. Reconfigure the current Public Works Director position (recommend consider changing name to Public Services Director) position and promote current City and Commission staff to Manager-level positions.

The Council and the Commission reviewed the concerns and issues associated with each of the 3 options.

Both groups reviewed the current arrangement with the City's Engineer that is handling the "Interim" Public Works Director services for the public works functions. There was also discussion with City Staff and input from the employees that were present. There was significant discussion among the Council and Commission on the current near term situation for the City and a review of the long term situation.

There appeared to be an early consensus to look at Option 2 (Promote the current Maintenance Supervisor and Electric Supervisor to Manager-level positions) and look at what other City staffing and department needs would have to be addressed if the promotions occur.

City Council Proceedings

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City Administrator Johnson indicated that these would need to be job description updates/modifications; A re-pointing of positions if job duties/responsibilities changed; and possibly an update to the City's market analysis for City positions since there has not been one since 2007. City Staff would need to put together potential budget cost estimates to identify what the proposed changes would look like.

It was moved by Commissioner Jordan and seconded by Commissioner Busch to proceed with Option 2 direction on behalf of the NPUC. All voted in favor of the motion. (5-0)

It was moved by Council Member Ryan and seconded by Council Member Bartusek to proceed with Option 2 on behalf of the City Council and concur with the NPUC. All voted in favor of the motion. (5-0)

It was moved by Commissioner Jordan and seconded by Council Member Scripture to adjourn at approximately 7:03 p.m. All voted in favor of the motion.

Charles L. Nickolay, Mayor

ATTEST:

Michael J. Johnson
City Administrator