

# City Council Special Meeting Minutes

December 29, 2023 - 5:00 PM

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## 1. CALL MEETING TO ORDER & ROLL CALL

The meeting was called to order at 5:00 AM. Mayor Lein and Councilmembers Kells, Lenzen and Szaroletta were present. Also present: City Administrator /Clerk – Michelle Morrison and City Attorney Kelly Dohm. Councilmember Bruss was absent.

## 2. COUNCIL BUSINESS

Attorney Dohm explained that the State Legislature in 2023 enacted many new laws impacting employee protections. She presented the revised Employee Policy Book with an effective date of January 2024 and covered the most significant changes. The Personnel Committee had been working closely with her to address the change from Sick/Vacation and Compensatory Time to an ESST allocation and PTO allocation. A significant change in the employee policy involves paying out all employees any balances in their Sick, Vacation and Compensatory time accruals, front loading the employees ESST and PTO accruals and enacting a policy that does not allow for payout of future accruals.

After discussion, Councilmember Kells made a motion to approve the New Employee Policy effective January 2024, second by Councilmember Lenzen. Motion carried 4-0. Councilmember Lenzen made a motion to approve the payoff of Sick/Vacation and Compensation accruals at current pay rates, second by Councilmember Kells. Motion carried 4-0.

## 3. ADJOURN

Motion by Councilmember Szaroletta to adjourn at 6:PM, second by Councilmember Lenzen. Motion carried 4-0.

Respectfully Submitted:

Attest:



Michelle Morrison, City Administrator/Clerk



Matt Lein, Mayor