

# MINUTES OF THE MINNEOTA CITY COUNCIL MEETING

PURSUANT TO CALL AND DUE NOTICE THEREOF, THE CITY COUNCIL OF THE CITY OF MINNEOTA, COUNTY OF LYON, STATE OF MINNESOTA, MET IN SPECIAL SESSION IN THE CITY COUNCIL CHAMBERS ON MONDAY, DECEMBER 16, 2019 AT 6:30 P.M.

**COUNCIL PRESENT:** Mayor John Rolbiecki  
Council Member Travis Gillund  
Council Member Tim Koppien  
Council Member Nancy Reisdorfer  
Council Member Amber Rodas

**STAFF PRESENT:** Shirley Teigland

**ITEM 1: CALL TO ORDER**

Mayor John Rolbiecki called the special meeting to order at 6:30 p.m.

**ITEM 2: ADOPT AGENDA**

Gillund motioned, seconded by Rodas to adopt the agenda as presented. MOTION PASSED UNANIMOUSLY

**ITEM 3: COMPENSATION & CLASSIFICATION**

The City is increasingly expected to do more with less. Accordingly, a community's pay philosophy must strike a reasonable balance between the desire to pay good employees well to retain their services, while at the same time controlling costs to keep faith with the taxpayers. Every community is different and a "one size fits all" approach seldom produces good results. With this in mind, the Council has partnered with DDA Human Resources, Inc. to conduct a full compensation and classification study. DDA's proprietary compensation model incorporates the latest data on competitive market conditions with data on the City. Using this model, DDA can calibrate and compare the City's current wage ranges with the market and provide trend lines clearly showing how the City wage step scales compare. Along with a classification and compensation study, DDA will conduct an overall organizational study, produce revised and updated job descriptions and provide assistance in adhering to pay equity compliance as required by State law. To Council reviewed and discussed the compensation & classification study information as compiled by Tessia Melvin, DDA lead analyst via teleconference.

After reviewing all paperwork, the Council asked Ms. Melvin to provide final classification and compensation information for the Council to consider at the next regular council meeting. Rodas motioned, seconded by Gillund to approve a 2% COLA increase for employees based on the most current Consumer Price Index and in accordance with past practice. MOTION PASSED UNANIMOUSLY

**ADJOURNMENT**

Gillund motioned, seconded by Koppien, to adjourn the meeting at 7:30 p.m. MOTION PASSED UNANIMOUSLY.

ATTEST:

---

Shirley Teigland, City Administrator

---

John Rolbiecki, Mayor

Council Approved January 13, 2020