

CITY OF WACONIA
January 3, 2023

1) [CALL MEETING TO ORDER AND ROLL CALL](#)

Pursuant to due call and notice thereof, the regular meeting of the City Council of the City of Waconia was called to order by Mayor Waldron at 6:00 p.m. The following members were present: Nicole Waldron, Randy Sorensen, Steve Yetzer, Nick Gleason, Jeff Grengs

Staff Present: Shane Fineran, Jackie Schulze, Craig Eldred, Lane Braaten, Ann Meyerhoff, Justin Sorensen, Amanda Ortloff, Mike Melchert.

2) [PLEDGE OF ALLEGIANCE](#)

3) [OATH OF OFFICE](#)

Mike Melchert swore in new Council members, Nick Gleason and Jeff Grengs, as well as new Mayor, Nicole Waldron.

4) [ADOPT AGENDA](#)

Shane Fineran asked to pull item 7.1 Winter Parking Towing Charge. He indicated that the residents that are disputing the charges did not want to attend the meeting due to the weather and would like to push it to the January 17th Council Meeting.

Motion by Sorensen, seconded by Grengs 4) ADOPT AGENDA
MOTION carried

5) [VISITOR'S PRESENTATIONS, PETITIONS, CORRESPONDENCE](#)

6) [ADOPT CONSENT AGENDA](#)

6.1 December 19, 2022 Regular City Council Meeting Minutes

[Cover Page](#)

[Minutes 12-19-2022.pdf](#)

6.2 January 3, 2023 Expenditures

[Cover Page](#)

[Council List-Expenditures 01.03.2023.pdf](#)

6.3 Appointing Acting Mayor

[Cover Page](#)

[2301 res acting mayor.doc](#)

6.4 Appoint Council Representative to Advisory Boards

[Cover Page](#)

[2302res advisory board council reps.doc](#)

6.5 Council Liaison Appointments

[Cover Page](#)

[2303res council liaison appointments.doc](#)

6.6 Council Committee Appointments

[Cover Page](#)

[2304 res council committees.doc](#)

6.7 Appoint Bond Counsel

[Cover Page](#)

[2305res_bond_counsel.doc](#)

6.8 Appointment of City Attorney

[Cover Page](#)

[2306res_attorney.doc](#)

[MHS Engagement Letter](#)

6.9 Designate Official Newspaper

[Cover Page](#)

[2307res_newspaper.doc](#)

6.10 Appointment of Consulting Engineer

[Cover Page](#)

[2308res_engineer.doc](#)

6.11 Appoint City Insurance Agent

[Cover Page](#)

[2309res_insurance_agent.doc](#)

6.12 Appoint Fiscal Advisor

[Cover Page](#)

[2310res_fiscal_advisor.docx](#)

6.13 Designate Official Depositories

[Cover Page](#)

[2311res_depositories.doc](#)

6.14 License Renewals

[Cover Page](#)

[2312res_liquor.doc](#)

[2313res_permits.doc](#)

[List of Licenses 2023.doc](#)

[2023_general_corporate_licenses.doc](#)

[2023_cig_holders.doc](#)

6.15 Authorize City Staff to Obtain Pricing

[Cover Page](#)

[2314res_Obtain_Mobile_and_Fixed_Equipment_Pricing_Resolution.doc](#)

6.16 Hiring of Probationary Firefighter

[Cover Page](#)

[2315res_Firefighter_Appt.docx](#)

6.17 Investment Portfolio Diversification Due to Unspent Bond Proceeds - Fiscal Year
End 2022

[Cover Page](#)

[2316Res_-_Investment_Diversification_Year_End_2022.doc](#)

Motion by Yetzer, seconded by Sorensen 6) ADOPT CONSENT AGENDA
MOTION carried

7) COUNCIL BUSINESS

7.1 Winter Parking Towing Charge

[Cover Page](#)

[2317res_Towing.doc](#)

Item was pulled until January 17,2023 City Council Meeting.

7.2 Classification and Compensation Study

[Cover Page](#)

[2318res_Class_Comp.doc](#)

[2022 Proposal - Class & Compensation.pdf](#)

Jackie Schulze stated that a strategic priority of the City of Waconia is a stable, capable workforce. This includes hiring staff with necessary qualifications to do each job, and making sure our employees are paid relative to the public sector market so we are able to retain high quality employees. Each year, the City looks internally at our jobs and conducts a salary study using the league of Minnesota Cities salary survey. The City's job descriptions are updated only when vacancies in positions occur.

It is a human resources best practice to conduct a classification and compensation study with an outside consultant every five to seven years. To our knowledge, The City of Waconia had never completed a study of this sort. A formal class and compensation study has four main objectives, which tie in well with the City's strategic priority:

- Ensure compensation and benefits are competitive to hire, retain, and motivate qualified employees
- Satisfy MN Pay Equity requirements
- Positive and Transparent by being open and fair to employees and managers
- Customized by establishing a pay policy based on our organization

Through this study, all of the City's job descriptions will be revised based on feedback from employees and supervisors, in addition to the City's compensation structure.

The study was included in the 2023 general fund administration budget due to the League of Minnesota Cities Salary Survey being unavailable for 2023 and the future status of the survey unknown.

Motion by Yetzer, seconded by Gleason Approve Resolution 2023-18 Authorizing Classification and Compensation Study

MOTION carried

8) ITEMS REMOVED FROM CONSENT AGENDA

9) STAFF REPORTS

Fineran stated that Council received an email over the weekend from a resident with a request for speed limit changes in Waconia. Craig Eldred provided information on the process that the City has follow in order to make changes and touched on studies that have already been done.

10) BOARD REPORTS

11) ANNOUNCEMENTS

Winter Parking Reminder.

12) ADJOURN REGULAR MEETING

Motion by Sorensen, seconded by Grengs 12) ADJOURN REGULAR MEETING at 6:25 p.m.

MOTION carried

Work Session:

UPCOMING CALENDAR OF EVENTS/MEETINGS:

Nicole Waldron, Mayor

ATTEST: _____

Ann Meyerhoff, Office Assistant