

**CITY OF EAGLE LAKE**  
**May 22, 2018**  
**SPECIAL CITY COUNCIL MEETING**

**CALL TO ORDER**

- Mayor Auringer called the special meeting to order at 5:00 p.m.

**ROLL CALL**

- Council members present: Tim Auringer, Dennis Terrell, Clete Frederick, and Ryan Short.
- Council members absent: John Ries.
- Staff present: City Administrator Jennifer Bromeland and Public Works Director Brian Goettl.

**NEW BUSINESS**

1. Review and Consider Approval of Hiring Committee's Recommendation to Hire Two Full-Time Public Works Worker Employees.
  - Administrator Bromeland shared that the hiring committee recently interviewed twelve (12) applicants for the two (2) vacant public works worker positions. It was noted that it was a difficult decision to make as all interviewed well, but that the hiring committee recommends that Andrew Hartman and Alan Kleist be offered the positions due being determined the best fit for the positions. A conditional offer of employment was extended to both Hartman and Kleist, with the following conditions needing to be met prior to an offer of final employment: (1) City Council approval; (2) Satisfactory background check; (3) Satisfactory pre-employment physical; and (4) Satisfactory pre-employment drug and alcohol test. The starting rate of pay for Hartman and Kleist will be \$17.22 (step 1), with the opportunity for a step increase after 6 months if it is determined appropriate based on their performance at that time.
  - Council Member Frederick moved, seconded by Council Member Terrell, to approve hiring Andrew Hartman and Alan Kleist as Full-Time Public Works Workers, starting at Step 1 (\$17.22) and the possibility of a step increase after 6 months of employment, with these terms being contingent upon the completion of a satisfactory background check, pre-employment physical, and pre-employment drug and alcohol test. The motion carried with Council Members Terrell, Frederick, Short, and Mayor Auringer voting in favor.
2. Review and Consider Approval of Safety Boot Allowance Policy for Public Works Employees.
  - Administrator Bromeland shared that with the hiring of two (2) new public works employees that now seems like an opportune time to establish a safety boot allowance. The proposed safety boot allowance language was reviewed next. Discussion ensued.

**Safety Equipment/Gear**

Where safety equipment is required by federal, state, or local rules and regulations, it is a condition of employment for such equipment to be worn by the employee.

Employees required to wear safety-toed boots shall be eligible for reimbursement annually. Appropriate foot protection shall be required for employees who are exposed to foot injuries from electrical hazards, hot, corrosive, poisonous substances, falling objects, slip and fall hazards, crushing or penetrating actions, which may cause injuries or who are required to work in abnormally wet locations.

1. Eligible employees identified are required to wear the required footwear while performing their duties. Failure to wear appropriate footwear may be grounds for disciplinary action, up to and including termination.
2. Footwear which is defective or inappropriate to the extent that its ordinary use creates the possibility of foot injuries shall not be worn.

Employees are eligible to be reimbursed up to \$200 on even years for one (1) pair of approved safety shoes (ANSI) Z4 1. If any employee begins employment in an odd year, they are eligible to receive up to \$100. Unused funds cannot be carried forward to the following year. The reimbursement will appear on the employee's paycheck. If the cost of the employee's shoes or boots exceed the maximum allowance, the employee will be responsible for covering the excess cost.

- Council Member Short moved, seconded by Council Member Frederick, to approve the addition of safety boot allowance language to the City’s Personnel Policy allowing employees to be reimbursed up to \$200 on even years for one (1) pair of approved safety shoes. For employees who begin employment in an odd year, they would be eligible to receive up to \$100. Employees are not allowed to carry forward any unused funds to the following year. The motion carried with Council Members Terrell, Frederick, Short, and Mayor Auringer voting in favor.

**ADJOURNMENT**

- Council Member Terrell moved, seconded by Council Member Short, to adjourn the meeting at 5:15 p.m. Motion carried with Council Members Terrell, Frederick, Short, and Mayor Auringer voting in favor.

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Tim Auringer, Mayor

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Jennifer J. Bromeland,  
City Administrator