

TOWN OF SILVER CREEK
LABOR NEGOTIATIONS CLOSED MEETING
July 9, 2013

A closed meeting of The Town Board was held on Tuesday July 9, 2013, at the Town Hall for the purpose of discussing labor negotiations and to act on personnel issues as it relates to the hiring of a full-time Heavy Equipment Operator.

Hoops called the meeting to order at 8:15 p.m.

Motion by Hull, second by Lampart to close the meeting at 8:16 p.m. Carried unanimously.

This meeting was closed pursuant to Minnesota Statute 13D.03, subd.1 (b), which is a portion of the Open Meeting Law that allows a Town Board to close a meeting to consider strategy for labor negotiations, including negotiation strategies or developments or discussion and review of labor negotiation proposals, conducted pursuant to sections 179A.01 to 179A.25

Present were Supervisors – Mike Hoops, Greg Hull and Larry Lampart; Clerk – Frederick R. Whitney; Road Foreman – Richard Grupe.

The Heavy Equipment Operator–Waste Operator job description was reviewed, discussed and amended as the Board followed the following checklist –

July 9, 2013

New Hire Checklist – Heavy Equipment Operator

- Job Description
 - Minimum experience – **3 years in job field and/or educational experience – Two years educational valued at 1 year on job**
 - Minimum licensure – **Class B CDL with the tanker endorsement, with Class A by end of the probationary period. Class C Wastewater Operator License, or obtained within 3 ½ years from hire date.**
 - Minimum standards – **See job description**
 - Minimum Computer Skills – **Basic working knowledge of Windows Office applications; Word, eMail, Internet Explorer**
 - Live within **approximately 30 minutes of the Town Garage by the end of the probationary period.**
- Job Ad Listing
 - Where – **Local newspapers, online, website, trade magazines/publications.**
 - When – **An immediate job opening**
- Wage – **(Range established and will be commensurate with experience)**
- Benefits – **(After probationary period)**
 - Vacation – **(per labor agreement)**
 - Sick Leave – **(2 hours per pay period)**
 - Health and Life Insurance – **(\$3.50 per hour added to base rate; employee to obtain own coverage)**
- Probationary Period – **12 months**

The Clerk will forward to the Board the updated job description and labor agreement as they are completed.

There being no further business, meeting adjourned at 7:43 p.m. upon motion by Hull, second by Lampart. Carried unanimously.

Respectfully submitted,
Frederick R. Whitney, Clerk

