

**MINUTES OF THE CITY COUNCIL
ST. AUGUSTA, MINNESOTA
Personnel Policy Workshop Meeting
November 21, 2023**

CALL TO ORDER: The workshop meeting was called to order by Mayor Zenzen at 5:40 PM.

PRESENT: Mayor Zenzen, Council Members Backes, Hommerding, Coleman and Schmitz; and Clerk/Administrator McCabe.

OTHERS PRESENT: None.

add

PERSONNEL

POLICY REVIEW: The Council reviewed the existing policy and discussed the following areas to clean up/amend the policy:

Work Schedule and Hours – there was brief discussion on summer versus winter hours. Mayor Zenzen indicated he wanted more crack filling done and if that meant we needed to adjust the hours, we should consider. Mr. Schmitz suggested we potentially use a different machine for crack filling. Consensus was the hours were okay to leave and the amount of crack filling will be addressed within the schedule allowed.

The Juneteenth Holiday would be added to the holidays.

The sick time policy would have to be rewritten to include the sick and safe that was mandated by the legislature. Consensus was to accrue the hours rather than give them all at the beginning. Mr. McCabe was directed to bring an amended policy that adds the required language.

ADJOURNMENT: **A motion was made to adjourn to at 7:15 by Mr. Schmitz, seconded by Mr. Schmitz. Meeting Adjourned.**

Approved this 5th day of December, 2023.

Michael G. Zenzen, Mayor

Attest:

William R. McCabe, Clerk/Administrator