



BLACKDUCK PERSONNEL MEETING

MONDAY, JULY 6TH, 2015 6PM

PERSONNEL COMMITTEE MEETING MINUTES

CALL TO ORDER: The City of Blackduck Personnel Committee met at Blackduck City Hall at 6:45 p.m. on July 6th, 2015.

Roll Call

Councilors present: Councilors Loeken and Stade

Staff Present: City Administrator Christina Regas, Liquor Store Manager Shawnda Kisner, Chief of Police John Wilkinson

Christina Regas called the meeting to order.

Topics discussed included the following:

1. **Probationary Period and wage for Melissa Tindell** – Regas and Kisner summarized the past 30 day probationary period of Melissa Tindell as the Part time off sale clerk and how she is accepting the new responsibilities in her position. Kisner reported that Tindell is fitting in well, led the Wine Tasting Scramble responsibilities on June 23rd and is learning more about the reordering system. Regas recommended raising Tindell's wage to \$9.45. Reasons given included the August 1, 2015 \$9.00 minimum wage increase and the tenure of Tindell with the Liquor Store and that the new position is not a tipped position. The committee agreed to start Tindell's wage at \$9.45 beginning July 1, 2015 and at year end her proposed salary increase would be prorated based on the last 6 months of the 2015 year.
2. **Possible Termination of City Employee** – Regas addressed an issue with a City Employee that was charged with identity theft. Regas has involved the city attorney and is getting HR advice. More will be brought to the committee when more knowledge is given to Regas.

The committee adjourned the meeting at 7:00pm.

Christina A. Regas, City Administrator

Daryl Lundberg, Mayor