

City of St. Francis
Worksession Agenda

January 11th, 2021

Via zoom

6:00 p.m.

Agenda:

- 1) Call Meeting to Order
- 2) Roll Call
- 3) Fire Department
- 4) Public Works Department
- 5) Adjourn

TO: Mayor & City Council
FROM: Joe Kohlmann, City Administrator
SUBJECT: Fire Department – Chief and Assistant Chief
DATE: January 11th, 2021

OVERVIEW

The City signed a Fire Management Service Contract with the City of Nowthen that will result in revenue of **\$75,069; \$77,322; and \$79,641. OR \$232,032** over three years.

Staff has reviewed the Fire Chief job description and assessed the additional role of the Assistant Fire Chief. With that, there is support for reassessing each position's salary. Staff's assessment, based on the city's pay guide, was that an increase in **\$6,986** for the Fire Chief is supportable. Due to the increased time for the Assistant Chief, assuming paid per call is removed, an increase of about **\$8,800** could be supported. These adjustments would make their salaries **\$99,902** and **\$17,500** respectively.

Comparisons

Staff found metro area comparisons used in 2019 when reviewing the full time Chief positions. Since these are 2019 salaries, 3%-5% could be added to get their 2021 salaries (2020 and 2021 COLAs likely impacted these salaries).

The Met Council Population Estimates for St. Francis and Nowthen are **8,045** and **4,771** totaling **12,816**.

***Note St. Francis/Nowthen shown in 2021 Salary compared to 2019 salaries**

City	Population	2019 Salary
North St. Paul	12,069	\$114,483
St. Anthony	8,437	\$110,583
Mound	9,787	\$107,723
Mahtomedi	8,143	\$107,390
East Bethel	11,626	\$98,737
St. Francis/Nowthen	12,816	\$92,916
Victoria	10,144	\$87,984

Alternatives

There is also a proposal to increase the pay of the Fire Chief 2% of the contract every year or – 2021 – **\$1,501** 2022 - **\$1,546** 2023 - **\$1,593**.



No action required:

Review and discuss.

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TO: Mayor & City Council
FROM: Joe Kohlmann, City Administrator
SUBJECT: Public Works Employees
DATE: January 11th, 2021

OVERVIEW

The Public Works union has been decertified. There were a number of inconsistencies between the non-union Personnel Policy and the Union Contract. Some of the items that will be coming forward for personnel policy updates include but are not limited to:

- \$1.15 to \$1.40 hourly pay difference between union and non-union pay grades
- On Call pay is not addressed in the personnel policy – currently 1 hour per weekday and 2 hours per weekend day
- Safety shoes are not addressed in the personnel policy

In short, Staff will be working on language to address the items that need to be formally inserted into the personnel policy for Council consideration. All of the items would likely be processed on the agenda since the city would like to generally continue operations.

Staff just wanted to provide a brief overview of changes this will be coming forward will reviewing the contract for any other inconsistencies.

No Action:

Review and discuss.