

SUMMARY MINUTES

1. Call to Order – Roll Call – Review Agenda

Chair Gaylord called the meeting to order at 5:03 p.m.

Present: Coordinating Committee Chair Gaylord; Members Zerby, Kind and De La Vega, SLMPD Chief Siitari and SLMPD Administrative Supervisor Swanson.

Also Present: Excelsior City Manager Luger, Shorewood City Manager Joynes, Tonka Bay City Administrator Kohlmann and Deephaven City Clerk Young representing Greenwood.

Kind moved, De La Vega seconded, approving the agenda as presented. Motion passed 4/0.

2. Approval of Meeting Minutes – February 11, 2015.

Committee member Kind noted a few corrections - Mayor De La Vega opened February 11, 2015 meeting, Mayor Zerby was listed as being present twice, and Mayor De La Vega was not listed as in attendance.

Kind moved, De La Vega seconded approval of minutes with changes noted. Motion passed 4/0.

Committee member Zerby questioned why there was no recording secretary. This opened up a discussion from a previous meeting where the consensus (3/1 with Zerby dissenting) was to have shorter minutes. Chief Siitari advised SLMPD Administrator Swanson will do a recap of Coordinating Committee meetings. .

3. Consent Agenda

Kind moved, De La Vega seconded approval of consent agenda. Motion passed 4/0.

4. Matters from the Floor - None

5. General Business

A. Labor Negotiation Team (Chief's Memo)

Chief Siitari advised committee members he was just recently informed that the union would like to reopen health insurance coverage for 2015. Since there is no reopener for health coverage in the 2014-2015 contract and negotiations will begin in September for the 2016-2017 contract committee members stated there will be no reopener.

Chief Siitari advised union agent approached him about opening negotiations for the next contract. Chief Siitari stated that negotiations normally begin in September and that he just wanted to give committee members a heads up. It is his recommendation that the chief not be part of the negotiation process. Committee members agreed and feel that two city administrators should be involved in negotiations. No decision was made as to which of the city administrators would be involved in negotiations.

Chief Siitari advised that the sergeants have discussed with him the fact that they wish to form their own bargaining unit. Chief Siitari recommended entering into discussion with the sergeants and the union on forming a separate bargaining group as the patrol officers outnumber the sergeants and could control the vote if they wished to do so. Also, more often than not supervisors have their own bargaining group.

Zerby moved, Kind seconded that Chief Siitari enter into discussion with the sergeants and the union to discuss forming their own bargaining group. (Motion was later withdrawn).

Much discussion followed with the various pros and cons of the sergeants entering into their own bargaining group and the process that must be followed should they (the sergeants) choose to form a separate bargaining group. Job responsibilities must be reviewed.

Kind moved, Zerby seconded to continue this discussion to the next Coordinating Committee meeting. Motion passed 4/0.

5B. SLMPD Coordinating Committee Meetings on LMCC Website (Chief's Memo)

The committee is agreeable to the \$100 per meeting fee and do not see the need for agenda parsing (\$250 per meeting.)

Zerby moved, Kind seconded authorizing video on demand streaming for Coordinating Committee meetings per the attached proposal. Motion passed 4/0.

6A. Organizational Assessment (Chief's memo)

Chief presented his Organizational Assessment memo regarding structure, staffing and governance. Interim Chief Siitari advised that he feels it would be better to have the new chief implement some of the proposed changes. Discussion followed regarding the Chief's recommendation that the fire model of the Operating Committee be implemented for the SLMPD. Committee members liked the idea of city staff being more involved and having the opportunity to bring that information back to the mayors. Further discussion will be needed to clarify exactly what the Operating Committee's role would be and whether or not the joint powers agreement must be amended to allow the formation of an Operating Committee.

Kind moved, Zerby seconded appointing the city administrators/manager to a committee to make a recommendation for amending the joint powers agreement to establish an operating committee. Motion passed 4/0.

(City manager/administrators will report back to the Coordinating Committee at the next meeting.)

Committee member Zerby asked Chief Siitari when his final assessment would be completed. Chief Siitari advised he will have the initial document with all of the critical information completed at the end of this month. The hiring process for a new chief can then begin. Committee members are pleased with the increased communication and the possible formation of an Operating Committee. Committee is no longer interested in the public safety model. Chief Siitari's department assessment will be given at a meeting to be scheduled in May.

6B. Discuss 2016 Budget Process/Schedule

Chief Siitari will meet with city administrators/manager on his proposed 2016 budget in May with a presentation to the Coordinating Committee scheduled in early June. Chief Siitari gave his budget overview.

Because Committee member De La Vega had to leave early the Committee skipped to Item 6F.

6F. Code Enforcement – Chief’s Memo

Excelsior advised this is a one code issue enforced city wide one time. Chief advised this can be done within 4- 6 months. Excelsior will then decide if this is something the city would like to do in the future.

Kind moved, Gaylord seconded authorizing a trial period for proactive code enforcement for the specific purpose of recreational vehicle storage only in Excelsior. Motion passed 3/1 with Zerby dissenting.

Council member De La Vega left the meeting at 6:28 p.m. to attend a Tonka Bay Council Meeting.

6C. Excelsior Park & Dock Patrol – 2015 Summer Session (Corresponding Document)

Kind moved, Gaylord seconded approval of Excelsior Park & Dock Patrol for the 2015 summer season. Motion passed 3/0.

6D. Patrol Officer Hiring Process (Chief’s Memo) - Carried Forward.

6E. Chief of Police Hiring Process (Chief’s Memo)

Chief Siitari asked the Committee what type of search process they would like implemented for the chief’s hiring process. It was decided that Chief Siitari and the city administrators/manger are to meet to come up with the initial job description with the position being posted in May.

(6F was discussed earlier).

6G. Garage Floor Resurfacing (Chief's Memo)

Chief Siitari advised the Committee on the condition of the garage floor and informed them that Excelsior Fire is resurfacing their floor this spring. If the SLMPD resurfaces their floor at the same time as Excelsior Fire there can be a cost savings of \$2,110. Chief Siitari was directed to do further research but is to keep in mind the cost savings that can be incurred by resurfacing the floor the same time as Excelsior Fire.

Zerby moved, Kind seconded authorization of garage floor coating for the SLMPD in coordination with the Fire Department not to exceed \$13,500 and to give the chief final discretion based on whatever opinions of the concrete he may find. Motion passed 3/0.

At 6:42 p.m. Kind moved, Zerby seconded going into closed session per Minnesota Statute 13d.05 Subd. 3 to discuss PERA disability petition. Motion passed 3/0.

7. Personnel Matters

A. PERA Disability Petition (*Closed Session – Medical Data*)
(*Privileged documents pertaining to the appeal will be distributed during the closed session.*)

Zerby moved, Kind seconded to come out of closed session regarding PERA disability petition at 7:25 p.m. Motion passed 3/0.

Kind moved, Zerby seconded authorizing Interim Chief Siitari to hire Kennedy & Graven attorney Mary Tietjen regarding the PERA disability petition. Motion passed 3/0.

8. Adjourn

Zerby moved, Kind seconded motion to adjourn the meeting at 7:30 p.m. Motion passed 3/0.

Respectfully submitted,
Nancy Swanson