



**PLAINVIEW CITY COUNCIL
SPECIAL MEETING
AGENDA**

Thursday October 22, 2020 at 5:00 P.M.

Special meetings are meetings held at a time or place that is different from the regularly scheduled meetings. These are often scheduled to deal with specific items that need to be addressed before the next regular meeting. Generally, any matter that can be addressed at a regular meeting can also be addressed at a special meeting if it has been properly noticed. The clerk must post written notice of the date, time, place, and purpose of the special meeting on the city's principal bulletin board at least three days before the meeting.

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. APPROVAL OF AGENDA

Because this is a special meeting, no business may be addressed that is not posted (part of the original agenda).

4. UNFINISHED BUSINESS

5. NEW BUSINESS

- A. Discussion & Action – Union Contract-49er's
- B. Discussion & Action – Union Contract-Police
- C. Discussion & Action – Deputy Clerk Hire
- D. Discussion & Action – Police Department Full Time Hire
- E. Discussion & Update – Police Department Part Time Hires
- F. Discussion & Action – Community Center Emergency Relief Request

6. ADJOURN

PLAINVIEW

CITY COUNCIL ACTION



Executive Summary

City Council Special Meeting: October 22, 2020

AGENDA ITEM: Union Contract IUOE Local 49	AGENDA SECTION: New Business
PREPARED BY: David Todd, City Administrator	AGENDA NO. 5.A.
ATTACHMENTS: None	APPROVED BY: DT
RECOMMENDED ACTION: Motion to approve the union contract with the International Union of Operating Engineers Local 49.	

SUMMARY:

To memorialize the tentative agreement reached with the International Union of Operating Engineers ("IUOE") Local 49, this memo will serve as the basis of the agreement reached with the union and the City. Once the agreement has been ratified by the union members of the City of Plainview, staff will propose the agreement to City Council for approval. The tenets of the tentative agreement ("TA") will be summarized below:

- City and union reached a TA on a 3-year contract commencing in FY2021 with 3% cost of living adjusted each year of the contract
- City and union reached a TA with the City joining the non-bargaining Local 49 insurance plan for all city employees
- City and union reached a TA whereby the City (employer) will contribute \$.48 per hour per employee to the Local 49 central pension fund
- City and union reached a TA regarding language in the union contract Article 20-Section 20.04 Other Compensation: The amount of \$125.00 changes to \$541.00 per quarter
- City and union reached a TA on a memorandum of understanding (MOU) that the Public Works Director may fill in for duties that do not take hours/time away from union employees (example—snow plowing)

David Todd, City Administrator

PLAINVIEW

CITY COUNCIL ACTION



Executive Summary

City Council Special Meeting: October 22, 2020

AGENDA ITEM: Union Contract LELS "Police"	AGENDA SECTION: New Business
PREPARED BY: David Todd, City Administrator	AGENDA NO. 5.B.
ATTACHMENTS: None	APPROVED BY: DT
RECOMMENDED ACTION: Motion to approve the union contract with the Law Enforcement Labor Services "Police".	

SUMMARY:

To memorialize the tentative agreement reached with the Law Enforcement Labor Services (LELS) Police Officers union, this memo will serve as the basis of the agreement reached with the union and the City. Once the agreement has been ratified by the union members of the City of Plainview, staff will propose the agreement to City Council for approval. The tenets of the tentative agreement ("TA") will be summarized below:

- City and union reached a TA on a 3-year contract commencing in FY2021 with 3% cost of living adjusted each year of the contract
- City and union reached a TA on language change to section 13.2 of the contract to reflect the current insurance proportion paid by employer (pending approval of the insurance plan for Local 49 to be incorporated for all employees and dependents)
- City and union reached a TA whereby the City (employer) will modify language in section 18.2 of the contract regarding placement on the salary scale (mutually agreed to by employer and employee) and step increases to commence on January 1st thereafter
- City and union reached a TA regarding new section 18.4 Field Training Officer Pay of \$1.00 per hour for field training officers while they are performing this duty (regular pay while not training a new officer)

- City and union reached a TA regarding School Resource Officer Pay: a premium of 5% to be paid in addition to regular pay for performing the duties of school resource officer
- City and union reached a TA for language in section 19.2 increasing the uniform allowance from \$775.00 to \$900.00 per employee
- City and union reached a TA to modify the language on the adopted pay scale to reflect the new position of Police Sergeant (changed from police investigator—was approved by Council Sept. 2020)

David Todd
City Administrator

PLAINVIEW

CITY COUNCIL ACTION



Executive Summary

City Council Special Meeting: October 22, 2020

AGENDA ITEM: Deputy Clerk New Hire	AGENDA SECTION: New Business
PREPARED BY: David Todd, City Administrator	AGENDA NO. 5.C.
ATTACHMENTS: None	APPROVED BY: DT
RECOMMENDED ACTION: Motion to approve the hire of Kayla Hall for Deputy Clerk- Pay Grade 7 Step 1 starting date October 28, 2020.	

SUMMARY

City staff conducted an interview with Kayla Hall regarding the open Deputy Clerk position with the City of Plainview. Kayla holds a bachelor's degree from Winona State University in Business Administration and currently works as an account manager for Town Square Media since 2014. She is enthusiastic about working for the City and will make a fine addition to our team.



PLAINVIEW POLICE DEPARTMENT

241 West Broadway
Plainview, Minnesota 55964

Jason M. Timm
CHIEF OF POLICE

Telephone:
1-507-534-2441 Private
1-800-927-2647 Non-Emergency
Fax: 1-507-534-2437



Executive Summary

City Council Meeting: October 22nd, 2020

AGENDA ITEM:	Police Dept.- Hire New Full-Time Police Officer	AGENDA SECTION:	New Business
PREPARED BY:	Jason Timm, Chief of Police	AGENDA NO.5.D.	
ATTACHMENTS:		APPROVED BY:	
RECOMMENDED ACTION: Motion – Approve Hiring Aaron Stoning as a Full-Time Police Officer with a starting wage of step 1 \$23.95/hour.			

SUMMARY

Officer Nik Bredehoft has accepted a job with the Winona Police Department. His last day with the Plainview police Department will be Oct 31st 2020. Bredehoft has been a full-time officer with the city of Plainview since July of this year. His departure leaves us short one full-time officer.

I recommend moving part-time Officer Aaron Stoning to full-time status effective November 1, 2020. Officer Stoning has served the Plainview Police Department as a part-time police officer since November of 2019.



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Executive Summary

City Council Meeting: October 22nd, 2020

AGENDA ITEM: Part-Time Police Officer Hiring Update	AGENDA SECTION: New Business
PREPARED BY: Jason Timm, Chief of Police	AGENDA NO.5.E.
ATTACHMENTS:	APPROVED BY:
RECOMMENDED ACTION: UPDATE / Information only	

SUMMARY

During the August 18, 2020 city council meeting I was given permission to hire part-time police officers to fill vacancies.

We have hired two part-time officers this past month. Zachary Neumann and Logan Szymanski. Both Zachary and Logan have recently graduated college with a criminal justice degree. They have both started the 12-week field training program.

Zachary resides in Zumbrota and Logan is a Plainview Resident. This will be Zachary and Logan's first job in Law Enforcement.

PLAINVIEW

CITY COUNCIL ACTION



Executive Summary

City Council Special Meeting: October 22, 2020

AGENDA ITEM: Community Center Emergency Relief Request	AGENDA SECTION: New Business
PREPARED BY: David Todd, City Administrator	AGENDA NO. 5.F.
ATTACHMENTS: Letter of Request	APPROVED BY: DT
RECOMMENDED ACTION: Motion to approve the emergency funding request for the community center in the amount of \$2,500 dollars from the general fund of the City of Plainview.	

SUMMARY

A request for emergency funding for the Community and Youth Center of Plainview has been received by the City. Due to the COVID-19 virus mitigation plan, Wabasha County Health Officials have advised the center to close to insure the health, safety, and welfare of the participants. By doing so, the center has not been able to raise funds as they normally have due to the closure. This has strained their ability to ensure that the building has utility service and insurance coverage which cost more than \$900.00 per month.

The City budgets a donation to the community center each year with the 2021 budget starting on January 1, 2021. This funding request will be to bridge the finances of the center through October, November, and December of 2020 until the 2021 budget starts.

Staff recommends emergency relief in the amount of \$2,500 from the general fund to assist the center.

David Todd
City Administrator

Plainview Area Community & Youth Center Inc.

*346 W Broadway
Plainview MN 55964
Phone 507-534-3802*

October 15, 2020

Honorable Mayor Ziebell and City Council Members
City of Plainview
241 West Broadway
Plainview, MN 55964

Dear Honorable Mayor Ziebell & City Council Members:

On behalf of the Plainview Area Community & Youth Center Board, we would like to extend our continued heartfelt thanks for the many years of generous donations you have granted to the Community Center. This funding to the Community Center was started when Hi-Neighbors could no longer meet at the Library. The City pledged to give money to the Community Center as long as the Center provided a place for our senior citizens to meet. The Center is available for all ages to utilize. You have, through the years, been very generous in your donation of \$10000.00 to the Community Center to keep the Center up-to-date and assisting with the day-to-day operational costs. Our monthly utilities and insurance costs are well over \$900.00. Thank you for your consideration and willingness to help keep the Community Center functional and operational. We strongly feel that the Community Center is a vital part of downtown Plainview. We sincerely hope we can count on your continued support of the Community Center.

As you are well aware, the Covid-19 virus has taken quite a toll on many small businesses in our country. The Community Center is no exception. The County Health Department has advised us not to open the Center at this time. With the majority of our clients being senior citizens and they being the most vulnerable group, we have not been able to open the Center since March of 2020. We have lost out on our morning coffee, which was a huge fundraiser, our Thursday potato bar, summer concerts, Sunday cards, etc. Also, it was felt that it would be in the best interest of people to not hold the Festival of Trees this year for Olde Fashioned Christmas due to the fact that it would be nearly impossible to social distance during this huge fundraiser for the Center. With that not being held, we will lose out on nearly \$7000.00 in fundraising dollars.

At this time, we would like to approach the City of Plainview to ask for emergency funding to keep the utilities on at the Center as well as keeping the building insured. As stated above it takes over \$900.00 a month for just utilities and insurance alone. We would be very appreciative of any amount the City deems possible to give the Center. This amount would strictly be used to keep utilities and insurance up-to-date. Hopefully, we will be able to open in the new year.



Thank you for your time and consideration. Please feel free to stop by and see what all we do here. It's a great facility for a wide variety of functions!!!

Sincerely,

PACY Board
Roger Rettmann, President
Georgian Wood
Ben Nauman, Secretary

**The Plainview Area Community & Youth Center is an
Equal Opportunity Provider and Employer.
The PACY Center is a 501 (c) 3 organization that is governed by
a Board of Directors.**

