

phone and the plan and the employee would return the phone if leaving employment, stipend, in which the employee owns the cell phone but receives a stipend for using the personal phone for city business and personal, in which the employee owns the phone and does not receive any reimbursement from the city. Kolling asked if the phone is personal only the data is private. Kessel stated it is unless the employee accepts a call for city business and then it's no longer private and will be subject to the open records. Glen Roshau questioned if this would affect personal email accounts or social networking sites accessed with a personal phone. It was stated it could. Kilen stated the city needs to make sure all employees are educated on this. Kolling commented the city may want to expand item c under general to include social networking and personal email accounts.

Kolling questioned the reason for essential and some non-essential but paid a stipend. Rummel explained essential for his department is the need to be in contact day to day or for emergencies, but explained that the SWAT team members are contacted by cell phone if there is a call out so they could receive the stipend. Kessel stated it becomes an ease of operations with "have" to communicate vs. "want" to communicate. Skip Rapp stated in his department three city phones and he sees it as more of a convenience than anything. Kolling questioned if he was saying he wouldn't approve others or the stipend. Rapp stated he couldn't say he wouldn't approve others.

Kilen commented the stipend if a phone is not offered does assist with paying the cell bill especially if the city business drives the minutes above the allotted minutes.

Roshau commented he liked the idea of including transmitting and receiving data is included with the open records. Kolling commented the personal phone with a city stipend could open the entire phone history and the fact that an employee accepting the stipend possibly puts their private life out there.

Roshau asked if the cell phones were a cost saving versus using the radios. Rapp stated that had been looked at but felt it is not.

Kolling questioned the safety aspect of the language stating encouraged versus prohibited when it comes to driving and talking, indicating it does put the city at some risk. Kilen questioned how many vehicles have the hands free equipment. Rummel stated none of the vehicles are equipped at the Police Department. Kessel commented the city is different than most entities as most don't have a police or fire departments.

A comment was made regarding texting while driving. Kessel indicated he had downloaded a free program that reads texts and emails sent to him. Kolling commented he believes there is research that texting while driving is worse than being intoxicated. Rummel stated it is.

Kolling stated if the language fits with the needs of the city he is okay with it. Roshau commented there could be more problems with stronger language and the ability to enforce the policy. Discussion continued about the safety of driving and talking on the phone. It was suggested to possibly have specific rules for the various departments. Rummel indicated this was not a good idea as problems are created by treating departments differently.

The commission briefly discussed abuse of the cell phone. Kessel stated the policy allows supervisors to invoke the progressive discipline policy in the case of abuse or possible abuse.

The public hearing was closed at 11:16 AM.

MOTION BY: Glen Roshau SECONDED BY: Erv Bren

To approve the cell phone policy expanding item c under general issues to include any data transmitted or received on personal email and social networking sites.

DISPOSITION: Motion carried unanimously.

b. Hiring Journal

Cianni reported several hires that have taken place with the recent roster approvals. Cianni stated Tom Merkel had been hired as the Water Utility Operator, Kandice Dvorak had been hired as the Utility Billing Clerk and Trey Weyer had been hired as a Police Officer. Cianni stated a verbal intent to retire had been received for Marvin Smith in the Water Department and that the City would move forward to fill the position once written notification had been received. Cianni stated the Police Department will conduct interviews in the next week or so for the second roster that was created to fill a Police Officer position.

Cianni reported the Police Captain positions had been opened, interviews conducted and Joe Cianni and Dustin Dassinger were promoted to the positions.

Cianni reported Library Director Cheryl Tollefson retired effective April 1, 2010. Cianni stated the job description is currently being reviewed and will be placed on a future agenda for approval.

Cianni reported the City is accepting applications for seasonal positions until April 9th and will begin reviewing the applications following the deadline. Cianni stated there will be a limited number of new seasonal employees as many of the seasonal employees from 2009 were asked to return.

Ray Ann Kilen questioned if the City was still looking to combine the Library and Museum areas and have a Director of Cultural Services. Shawn Kessel stated the Library Board has concerns with combining the two entities as the Library is much more established at this time than the museum center. Kessel stated at current time the combination of departments is on the “back burner”.

c. Election of Civil Service Chair and Vice-Chair

Ray Ann Kilen opened the floor for nominations.

NOMINATION BY: Cal Kolling SECONDED BY: Glen Roshau

To nominate Ray Ann Kilen as Chairperson and Erv Bren as Vice Chairperson.

DISCUSSION: Kolling indicated he was not interested in being chair or vice-chair.

DISPOSITION: Motion carried unanimously.

d. Other

n/a

6. ADJOURNMENT:

MOTION BY: Glen Roshau SECONDED BY: Erv Bren

To adjourn the meeting at 10:27 AM

OFFICIAL MINUTES PREPARED BY:

Kristi Cianni
Assistant to City Administrator