

Minutes of the Proceedings of the City Council of the City of Champlin in the County of Hennepin and the State of Minnesota  
Pursuant to Due Call and Notice Thereof

Executive Session  
January 25, 2010  
Municipal Center

- Call to Order                   The Champlin City Council met in Executive Session and was called to order by Mayor Mark Uglem at 5:50 p.m. to discuss an amendment to the Personnel Policies and Procedures manual and employee contract negotiations.
- Roll Call                        Present were Mayor Mark Uglem, Councilmembers Eric Johnson, Julia Whalen, ArMand Nelson and Greg Payer.
- Absent: none.
- City Staff Attending: City Administrator Bret Heitkamp, City Clerk Roberta Colotti, City Attorney Darrell Jensen, Police Chief Dave Schwarze and City Attorney Scott Lepak.
- Approval of Agenda           Motion by Councilmember Johnson and seconded by Councilmember Whalen to approve the agenda for the January 25, 2010 Executive Session as presented. Voting in favor: Mayor Uglem, Councilmembers Payer, Nelson, Johnson and Whalen. Voting against: none, whereupon said motion passed this 25<sup>th</sup> day of January, 2010.
- Personnel Policies &  
Procedures Manual  
Amendment                    The City Administrator reviewed the process to date regarding the proposed amendment to the City's Personnel Policies & Procedures Manual, Section III – Employment Policies, RR. Nepotism and Personal Relationship Policy. He highlighted the changes in the language since the Council last considered this matter on December 14, 2009.
- In addition to the proposed Personnel Policies & Procedures Manual amendment it is recommended that the Police Department Policies & Procedures document be amended to include additional language governing personal relationships between employees and supervisors and nepotism.
- City Attorney Scott Lepak reviewed the background relating to the policy development. In addition he presented the implementation plan and schedule.
- Council Consensus**  
It was the consensus of the City Council to bring the proposed amendment to the City's Personnel Policies & Procedures Manual forward for formal action at the Regular Council meeting this evening.
- Recess                         The Champlin City Council recessed the Executive Session at 6:25 p.m.
- Reconvene                    The Champlin City Council reconvened the Executive Session at 7:36 p.m.
- Employee Contract  
Negotiations                   The City Administrator stated he is in a position to bring forward a proposal on February 8<sup>th</sup> for the non-union employee group. He stated that there are eight items for consideration within the non-union agreement. One of these crosses over with the AFSME Union agreement.
- The City Administrator stated that for all employee groups, the definition of "Immediate Family" as it applies to sick leave and bereavement time was being updated.
- The City Administrator reviewed the current discussion with the Police Officers LELS (Law Enforcement Labor Services) Union Local #63.
- The City Administrator reviewed the current discussions with the Police Sergeants, LELS (Law Enforcement Labor Services) Union Local #295
- Council Consensus**  
It was the consensus of the City Council to proceed as outlined by the City Administrator in regard to current employee contract negotiations.

Adjourn

The Champlin City Council adjourned the Executive Session at 7:50 p.m.

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Mark W. Ugem, Mayor

Attest:

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Roberta Colotti, CMC, City Clerk