

WORK SESSION
December 03, 2025
6:00 P.M., CITY HALL

Pursuant to due call and notice, the City Council of the City of Eagle Bend, MN met in a work session on Wednesday December 03, 2025, at 6:00 P.M., in the City Hall. Mayor Scott Johnson opened up the work session at 6:00 p.m. Council Members present were Jessica Olson, Jim Kimball, and Jackie Lorentz, absent: none. Council Member Nelson entered the work session at 6:06 p.m. Also present for this meeting were Clay Sandmeyer and Nick Stoecker. The purpose of this work session was to review and discuss the Paid Family Medical Leave, holiday schedule, wages to include overtime and on-call wages, vacation, water and sewer rates, petty cash, check book, rate schedule, and any other city business to discuss.

The council discussed the information received from the Auditor on the Paid Family Medical Leave as a small employer and the amount the employees and the city will be charged. As a small employer, the per pay period percentage is smaller than a large employer. The city and its employees are being charged .66% per pay period for the Paid Family Medical Leave, versus a large employer which is .88%. The discussion was had whether the city should cover the entire .66% for the employees, but City Administrator Nordlund stated that would cause more payroll issues as you would have to increase the employees' pay, which would only increase the risk for payroll errors. The Administrator stated the most the employee can have deducted per paycheck is .44%.

The Administrator brought up the holiday schedule and proposed the holidays to be changed starting in 2026. The employees are currently paid for New Year's Day, Martin Luther King Day, President's Day, Memorial Day, Juneteenth, Independence Day, Labor Day, Columbus Day, Veterans Day, Thanksgiving Day, Christmas Eve-1/2 day, and Christmas Day. The proposed holiday schedule is New Year's Day, Martin Luther King Day, President's Day, Memorial Day, Juneteenth, Independence Day, Labor Day, Veterans Day, Thanksgiving Day, Day after Thanksgiving, Christmas Eve, and Christmas Day. The proposed schedule would eliminate Columbus Day and include the full day of Christmas Eve Day, and the day after Thanksgiving.

The Council was presented with wage information for the four (4) full-time city employees, the part-time liquor store employees, and for the Council Members. Administrator Nordlund stated the Council should be recognized for the work they do, and even though it may not seem like much, having to answer emails and phone calls while at their full-time jobs gets to be a lot of work and should not go unrecognized. Currently the council members receive \$750 annually and are paid \$75.00 for each meeting they attend throughout the year. The Mayor receives \$1,000.00 annually and is paid \$75.00 for each meeting attended. The discussion was had about raising the annual amounts by \$250.00 for the Mayor and Council Members.

Overtime and on-call wages were discussed, and it was agreed that the maintenance guys need to receive something for their hard work. The council discussed providing the guys with an on-call wage for the 115.5 hours they are on call a week. The regular working hours for the maintenance department are 6:00 a.m. to 4:30 p.m., leaving 13.5 hours for on-call time. They council stated paying the guys \$1.00 per hour for on-call time would be fair. This would pay each guy 115.50 per pay period for on call, one week, Saturday to Sunday for Clay, and Saturday to Sunday for Nick. The hourly wages were discussed as well.

Water and Sewer rates were discussed due to the fact the GO Improvement Refunding Bond 2021 D was used to update the Sewer Ponds, and the bond payments should be broken down so 39% of the payment should be made from the Debt Services-Projects account, and the remaining 61% of the payment should be made from the Sewer fund. If the payments are made according to the Auditor, the sewer fund will deplete. The Administrator suggested only raising the sewer rates to help the Sewer fund.

The Council discussed changing the Council Meeting days and times for 2026. The suggestion was made for the second Wednesday of every month at 6:30 p.m., as some council members travel for their work, and may