



CITY OF
LONG LAKE

City Council Agenda Report

City of Long Lake

450 Virginia Avenue, PO Box 606
Long Lake, MN 55356

MEETING DATE / February 4, 2026

SUBJECT: Establish a Public Works Maintenance Worker Position; Appoint Michael Decker to the Position of Public Works Maintenance Worker

Prepared By: Jeanette Moeller, City Clerk

Report Date: 1/22/2026

Recommended City Council Action

Staff recommends the following:

Motion to adopt Resolution No. 2026-07 establishing the position of Public Works Maintenance Worker and amending the City's 2026 Salary Plan.

Motion to accept the resignation of Public Works Maintenance Worker I Michael Decker effective Friday, February 13, 2026.

Motion to adopt Resolution No. 2026-09 appointing Michael Decker to the position of Public Works Maintenance Worker and approving compensation.

Overview / Background

In 2020, at the recommendation of City staff, the City Council approved a restructuring of Public Works to establish separate Maintenance Worker I and II positions, and authorized employing a total of three full-time Public Works staff members under the supervision of the Public Works Director. The fourth full-time Public Works employee was also intended to provide some relief with regard to the Department's shared after hours on-call schedule rotation and to bring certain contracted service operations in-house.

With vacancies created by the resignation of two Public Works employees in recent months, City staff has been working to return the department to a full staffing level. Staff has also been giving thought to changes that have occurred in the department's routine responsibilities over the last few years, and whether the current staffing model should remain as is. A new Maintenance Worker II and Maintenance Worker I were hired and began their employment in January. With those positions filled, rather than hiring another Maintenance Worker I or II at this time, staff is recommending establishing a new full-time Public Works Maintenance Worker laborer position that would essentially perform routine cleanup and maintenance activities; focus on grounds maintenance; provide general support and assistance to the department; and participate in the department's on call rotation. The employee in this position would not be required or expected to obtain water and sewer licenses, and the proposed pay scale is reflective of that.

A unique feature of the position is that the proposed work schedule would be Sundays, 7:00 am to 11:00 am; and Mondays through Thursdays, 7:00 am to 3:30 pm. For the spring, summer and fall heavier park use months, this position's regular Sunday morning responsibilities would include watering hanging baskets in the downtown area, emptying park refuse containers, and raking the Nelson Lakeside Park beach. Those duties have been accomplished on weekends thus far by paying overtime for a Public Works on call staff member to come in.

Staff has prepared a new position description (see attached) for a Public Works Maintenance Worker and is recommending the following salary range based upon the job’s responsibilities and a comparison of pay scales for similar positions:

2026	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Maintenance Worker - <u>Hourly</u> <i>Non-Exempt</i>	\$24.87	\$25.44	\$26.02	\$26.60	\$27.18	\$27.76	\$28.34	\$28.91

Staff is requesting the City Council take action to adopt the proposed Resolution establishing the above-described position.

Current Public Works employee Michael Decker began working for the City as a seasonal staff member in the spring of 2023. Subsequently, he was offered an opportunity for promotion to a regular full-time position, and formally appointed as a Public Works Maintenance Worker I on June 18, 2024. Since that time, Mr. Decker has earned his Commercial Driver’s License, but has not yet obtained the water and sewer licenses required to remain in his current position. City Administrator Nowezki advised Mr. Decker of staff’s intent to establish a new full-time position that would represent more of a ‘labor support’ role within the Public Works Department. Mr. Decker expressed interest in the new position, and in recognition of his desire to continue to learn on the job as a Public Works employee, he was offered the chance to accept or reject the position before any posting. On Tuesday, January 27, Mr. Decker submitted a letter requesting to resign as a Maintenance Worker I in order to accept employment as Maintenance Worker.

Staff supports Mr. Decker’s ongoing commitment to the Public Works Department, and recommends the City Council adopt a Resolution to formalize his appointment to the newly created position.

It should be noted that neither establishment of the new position nor the appointment of Mr. Decker would represent a significant budget impact.

Supporting Information

- Resolution No. 2026-07
- Public Works Maintenance Worker Position Description
- Resignation and appointment request letter received from Michael Decker
- Resolution No. 2026-09
- Employment offer letter accepted by Michael Decker