



**City Council
Resolution No. 2025-52**

A RESOLUTION ADOPTING MINNESOTA PAID FAMILY AND MEDICAL LEAVE LAW POLICIES

WHEREAS, the Minnesota Legislature enacted the Minnesota Paid Family and Medical Leave Law ("MN Paid Leave") in 2023 establishing a state-administered paid leave insurance program for eligible employees ; and

WHEREAS, , the law provides partial wage replacement for eligible employees for certain types of leave and mandates premiums made of contributions from employers and employees; and

WHEREAS, the City of Long Lake is subject to the law and has eligible employees covered by the program; and

WHEREAS, under the law, the City may make determinations on local options for implementation of the program; and

WHEREAS, the City is presently engaged in updating its entire Employee Policy Handbook, but desires to adopt these policies now to indicate the City's elections related to the new law.

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of Long Lake hereby adopts the following policies in implementing the Minnesota Paid Family and Medical Leave Law:

- 1) The City has provided all employees with written notice of the right of eligible employees to take the leave.
- 2) The City reserves the right to select Minnesota's Paid Family and Medical Leave program or an equivalent qualifying private plan.
- 3) Premiums will be split 50/50 between the City and employees. Starting January 1, 2026, employees will be responsible for 50% of premiums mandated by the program. Employee shares shall be payable through payroll deductions.
- 4) Employees applying for leave, pursuant to the program, are required to notify the City before applying by providing written notice to the City Administrator, or her designee. E-mailed notice shall be sufficient.
- 5) Intermittent Leave can be taken in blocks of time no shorter than one day. Also, employees are limited to up to 480 hours (12 weeks at 40 hours per week) of Intermittent Leave annually.
- 6) Minnesota Paid Family and Medical Leave shall run concurrently with Federal FMLA.
- 7) Employees may utilize accumulated vacation, sick leave, comp time, or other PTO to supplement Minnesota Family and Medical Paid Leave not to exceed 100% of the employee's regular wage. Vacation, sick leave, comp time, and any other PTO do not continue to accrue while an employee is on Minnesota Family and Medical Paid Leave.

Adopted by the City Council of the City of Long Lake this 16th day of December 2025.

BY:

Charlie Miner, Mayor

ATTEST:

Jeanette Moeller, City Clerk