



Personnel Action Form

City of Long Lake
450 Virginia Avenue
PO Box 606
Long Lake, MN 55356
Phone: (952) 473-6961

Employee Information / Personnel Action

Employee's Name: Mike Decker Department: Public Works

1. Type of Action: Appointment - ☒ Probationary ☐ Seasonal / Temporary
☒ Personnel Action - ☒ Performance Evaluation ☐ Disciplinary

Status: ☒ Regular Full Time ☐ Regular Part Time ☐ Seasonal Employee

Benefits: ☒ Full - Health, Life, Dental Insurance, etc.
☐ Partial - Prorated Sick / Vacation Leave
☐ None

Exempt From PERA? ☒ No ☐ Yes (if yes, see reverse side)

Other Actions (Not Appointments) -

<u> </u> COLA Increase	<u> </u> Merit Pay	<u> </u> Resignation	<u> </u> Reclassification
<u> </u> Step Increase	<u> </u> Promotion	<u> </u> Retirement	<input checked="" type="checkbox"/> Other <u> </u> Extension of
<u> </u> Transfer	<u> </u> Dismissal	<u> </u> Suspension	<u> </u> Probationary Period

	PRESENT STATUS	PROPOSED STATUS
2. Position Classification (Title)	<u>P.W. Maintenance Worker I</u>	<u>(Unchanged)</u>
3. Salary Step	<u>No Changes to Salary/Wages,</u>	<u>6-Month Probation Extension</u>
4. Wage (or Bonus)	<u>Probationary Period Only.</u>	<u>Pending Further Evaluation</u>
5. Reason for Action	<u>Extension of probationary period due to continued abuse/neglect of city Public Works equipment.</u> <u>In addition, further supervisory evaluation is needed in MW I job performance, and both water and sewer license testing.</u> <u>Written disciplinary action was taken 5/29/2025.</u>	
6. Effective Date	<u>6/19/2025 (1-Year Anniversary)</u>	

7. SIGNATURES

Michael Decker
STAFF SIGNATURE

Sam J. Decker
DEPARTMENT HEAD SIGNATURE

[Signature]
CITY ADMINISTRATOR SIGNATURE

6-11-2025
Date

6-10-2025
Date

6-10-2025
Date