



December 13, 2023

Michael Decker  
11347 County RD 16 SE  
Watertown, MN 55388

Dear Michael:

The purpose of this letter is to confirm the City of Long Lake's employment offer to you for the position of Public Works Maintenance Worker, Part Time, Seasonal – Summer Position. The following letter represents the City's offer of at-will employment and outlines the terms and conditions of your employment with the City of Long Lake.

**General Duties**

Public Works Maintenance Worker, Part Time, Seasonal – Summer Position, you will perform the general duties and responsibilities of the position, including, but not limited to the Public Works Maintenance Worker, Part Time, Seasonal – Summer Position job description.

**Supervisor**

The Public Works Director will be your direct supervisor.

**Start Date**

You will begin employment on December 26, 2023

**Work Hours**

This position is a part-time, seasonal, non-benefit-earning, and up to 40 hour per week position.

**Compensation, Performance Evaluation**

Your beginning wage will be \$20.00 per hour

**Holidays, Vacation, Sick Leave**

In addition to official City holidays, you will receive one floating holiday per calendar year.

**Professionalism**

As a City employee, it is expected that you will conduct yourself in a manner which is professional and conveys a positive image of the City of Long Lake. This is especially important when dealing with residents and the general public.

**At-Will Employment**

The City of Long Lake is an at-will employer and the relationship between the City and yourself will be considered an employment-at-will relationship. This offer letter should not be construed as a contract, nor is it a promise of permanent employment. City employment policies are subject to change, from time to time, by the City Council.

I believe that you will find this position to be very challenging. Please feel free to contact me with any questions. We look forward to having you join us at Long Lake.

Sincerely,

Scott Weske  
City Administrator

I have read the offer letter for the position of Public Works Maintenance Worker, Part Time, Seasonal – Winter Position dated December 13, 2023. I accept the position and agree to the terms and conditions.

AGREED TO BY:

Michael Becker  
Signature

12/13/23  
Date