



CITY OF
LONG LAKE

City Council Agenda Report

City of Long Lake

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

MEETING DATE / November 3, 2025

SUBJECT: Establish a Public Works Seasonal On Call Snowplow Operator Position

Prepared By: Jeanette Moeller, City Clerk

Report Date: 10/29/2025

Recommended City Council Action

Staff recommends the following:

Motion to adopt Resolution No. 2025-39 establishing the position of Public Works Seasonal On Call Snowplow Operator and amending the City's 2025 Salary Plan.

Overview / Background

The City's Public Works Department is short-staffed at this time due to the resignation of two entry level Maintenance Worker I employees. Applications are being accepted at this time to fill at least one vacancy; however, as winter weather approaches, staff recognizes that the Public Works Department will need assistance with snow removal operations this season.

A job description has been prepared for a new Public Works *Seasonal On Call* Snowplow Operator position, dated October 29, 2025, to establish the requirements, duties, and expectations of an employee working for the City in this capacity. Staff recommends the hourly wage for the Public Works Seasonal On Call Snowplow Operator be established at \$50/hour. Appointees to temporary/seasonal positions are not entitled to City benefits.

Though the intent is for our Public Works Department to be fully staffed in the nearby future, this proposed position would likely continue to be of value moving forward. Staff is anticipating that a designated seasonal on call snowplow operator may be a great help to the Department both during and immediately following significant winter storm events.

It should be noted that the City's existing Employee Handbook grants a supervisor (in this case, Public Works Director Diercks), in consultation with the Administrator, the authority to make a temporary appointment on an as needed basis. Following establishment of the Public Works Seasonal On Call Snowplow Operator position by Resolution of the City Council, staff will be empowered to appoint a candidate to fill the vacancy – and we have a wonderfully qualified candidate with uniquely Long Lake-specific experience interested in the position.

Supporting Information

- Resolution No. 2025-39
- Public Works Seasonal On Call Snowplow Operator Position Description