



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) -

COLA Increase Merit Pay Resignation Reclassification
 Step Increase Promotion Retirement Other _____
 Transfer Dismissal Suspension _____

	PRESENT STATUS	PROPOSED STATUS
2. Position Classification (Title)	<u>Seasonal Maintenance Worker</u>	<u>Maintenance Worker I</u>
3. Salary Step	<u>N/A</u>	<u>Step 1</u>
4. Wage (or Bonus)	<u>\$20.00/hr</u>	<u>\$27.34/hr</u>
5. Reason for Action	<u>Promote to Maintenance Worker I position. Six months to obtain CDL.</u>	
6. Effective Date	<u>June 19, 2024</u>	

7. SIGNATURES

Michael Decker
STAFF SIGNATURE

6-12-2024
Date

[Signature]
DEPARTMENT HEAD SIGNATURE

6-12-2024
Date

[Signature]
CITY ADMINISTRATOR SIGNATURE

6-12-2024
Date