



CITY OF
LONG LAKE

City Council Agenda Report

City of Long Lake

450 Virginia Avenue, PO Box 606

Long Lake, MN 55356

MEETING DATE / June 18, 2024

SUBJECT: Promoting Michael Decker From Public Works Seasonal Maintenance Worker to the Position of Public Works Maintenance Worker I; Authorize Payment for Attendance at Required Driver Training Certification

Prepared By: Sean Diercks, Public Works Director

Report Date: 6/12/2024

Recommended City Council Action

Staff recommends the following:

Motion to adopt Resolution No. 2024-25 promoting Michael Decker from Public Works Seasonal Maintenance Worker to the position of Public Works Maintenance Worker I at Salary Step 1.

Motion to authorize payment in the amount of \$3,480 for Michael Decker to attend the required Entry Level Driver Training Certification course from Class A Leasing Driving School located in Blaine, MN.

Overview / Background

In the spring of 2023, the City of Long Lake hired Seasonal Maintenance Worker Michael Decker to assist the Public Works staff. A seasonal employment term usually lasts for approximately six months. This addition was to provide extra seasonal help during the summer months.

Mr. Decker has become a dependable employee, displays a learning attitude, shows up for work daily and on time, and isn't afraid to get dirty – in short, he has proven to be someone the City can invest in to become a good long-term employee.

Late fall of 2023, as Mr. Decker's seasonal term was expiring, he was asked if he would be interested in doing a winter seasonal employment term with the City. Mr. Decker was more than willing to stay on for the winter seasonal term. Also, at that time, it was suggested to Mr. Decker that he might look into working on getting his CDL driver's license if he was interested in gaining full-time employment with the City as it is a requirement for Maintenance Workers to possess a CDL.

During the spring of 2024, Mr. Decker studied for, tested, and received his Commercial Driver's License (CDL) learner's permit, which gives him the ability to drive (practice) with other CDL license holders present for training purposes moving towards the (ELDT) certification.

Entry Level Driver Training Certification (ELDT) is now required by the Federal Motor Carrier Safety Administration (FMCSA) as of February 7, 2022. This training covers the essential skills, knowledge and practical experience needed to safely operate commercial vehicles, navigate diverse road conditions and adhere to federal regulations. Course completion is automatically reported to the FMCSA. Once the course is completed, the training school also provides a vehicle for testing, and assists the students on passing the CDL driving and written exams. The Class A Leasing Driving School, located in Blaine, Minnesota, provides all the federally

required training to test for obtaining a CDL, and the training plan for Mr. Decker has been quoted to cost \$3,480. The plan consists of up to 40 hours of pre-trip classroom training. Up to eight hours of one-on-one driver training behind the wheel, and a vehicle to take the driver's test (up to two times) at a DMV. Mr. Decker will have six months, or by his first probationary review, to have possess a CDL.

Supporting Information

- Resolution No. 2024-25 approving the promotion of Michael Decker to the position of Public Works Maintenance Worker I
- Personnel Action Form
- Public Works Maintenance Worker I Position Description