

CITY OF NORTHFIELD, MINNESOTA  
CITY COUNCIL RESOLUTION 2017-023

APPROVING IMPLEMENTATION OF CERTAIN ADDITIONAL COMPONENTS OF JOB  
CLASSIFICATION AND COMPENSATION STUDY

WHEREAS, the City of Northfield City Council approved implementation of certain components of the Job Classification and Compensation Study completed by McGrath Human Resources Group for the City of City of Northfield through City Council Resolution 2017-019;

WHEREAS, City Council Resolution 2017-019 approved subjecting only City of Northfield employees in the position of Sergeant to the City of Northfield Base Pay Schedule for January 1, 2017 through December 31, 2017 and City of Northfield Base Pay Schedule for January 1, 2018 through December 31, 2018;

WHEREAS, the City Council desires to subject additional City of Northfield employees to the 2017 BPS and 2018 BPS and specify certain components of the study for City of Northfield employees not represented by an exclusive representative.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL THAT:

The City Council approves the following:

1. Only City of Northfield employees in the following positions will be subject to the City of Northfield Base Pay Schedule for January 1, 2017 through December 31, 2017 (2017 BPS) and City of Northfield Base Pay Schedule for January 1, 2018 through December 31, 2018 (2018 BPS) as of March 21, 2017:
  - A. All positions in an appropriate unit represented by an exclusive representative who have executed an agreement agreeing to be subject to the 2017 BPS and 2018 BPS.
  - B. All positions not represented by an exclusive representative.
2. Incumbent City of Northfield employees as of March 21, 2017 in a position that is not represented by an exclusive representative will be paid a base wage in 2017, effective January 1, 2017, that is equivalent to the greater of the following:
  - A. The base wage of the step in the pay grade for their position in the 2017 BPS that is closest to, but not lower than, the hourly equivalent of their base pay plus longevity as of December 31, 2016 based on a 2,080 hour work year. But, if an employee whose start date of employment with the City of Northfield is before January 1, 2000 is placed at a step equal to or lower than another employee in the same position whose start date of employment with the City of Northfield is on or after January 1, 2000, the employee will be placed at a step one step higher than the employee whose start date of employment with the City of Northfield is on or after January 1, 2000.

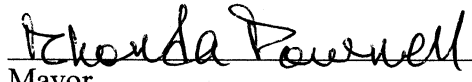
- B. An hourly equivalent base wage equivalent to 2% more than their hourly equivalent base pay plus longevity pay as of December 31, 2016 based on a 2,080 hour work year.
3. Incumbent City of Northfield employees as of March 21, 2017 not represented by an exclusive representative who are paid an hourly equivalent base wage in 2017 that is not a base wage in a step in the pay grade for their position will be placed at the step in the 2018 BPS, effective January 1, 2018, that is the step in the 2017 BPS that is closest to, but not lower than, their hourly equivalent base wage in 2017.
4. Incumbent City of Northfield employees as of March 21, 2017 not represented by an exclusive representative will receive a step increase in the 2018 BPS on January 1, 2018 subject to satisfactory performance.

PASSED by the City Council of the City of Northfield on this 21st day of March, 2017.

ATTEST



City Clerk



Mayor

VOTE: Y POWNELL Y COLBY Y DELONG A NAKASIAN  
Y NESS Y PETERSON WHITE A ZWEIFEL



# City of Northfield

City Hall  
801 Washington Street  
Northfield, MN 55057  
ci.northfield.mn.us

## Legislation Text

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**File #:** Res. 2017-023, **Version:** 1

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**City Council Meeting Date:** March 21, 2017

**To:** Mayor and City Council

**From:** Ben Martig, City Administrator  
Michelle Mahowald, Communications & Human Resources Manager

Consider Approving Implementation of Certain Components of Job Classification and Compensation Study

**Action Requested:**

The Northfield City Council considers approval of the resolution approving implementation of certain components of the Job Classification and Compensation Study.

**Summary Report:**

City Council will consider taking action on additional components of the City of Northfield's job classification and compensation study through approving this resolution (to be handed out), which is dependent on discussion on the special meeting preceding this regular meeting. Implementation of certain components of the study and for the Sergeants bargaining unit was approved on March 7, 2017.

**Financial Impacts:**

Financial impact information will be included with any formal action considered by the City Council in the regular meeting dependent on closed session discussion.

**Tentative Timelines:**

Components of the Compensation and Job Evaluation study approved on March 21, 2017 will be communicated and distributed to all non-union employees. Retro-pay will be calculated and paid with the April 14, 2017 payroll.