

CITY OF NORTHFIELD, MINNESOTA
CITY COUNCIL RESOLUTION 2017-063

APPROVING CITY ADMINISTRATOR AUTHORIZATION TO COMPENSATE CERTAIN NON-UNION EMPLOYEES OF THE CITY OF NORTHFIELD PLACED AT GRADES S THROUGH W WITH AN ADDITIONAL STEP AS PART OF THE IMPLEMENTATION OF THE JOB CLASSIFICATION AND COMPENSATION STUDY

WHEREAS, the City of Northfield City Council approved a Compensation Policy, effective March 7, 2017;

WHEREAS, the Compensation Policy applies to all City of Northfield employees, including high performing employees;

WHEREAS, the Compensation Policy provides that the City of Northfield desires to provide compensation to employees that will enable it to attract and retain well-qualified personnel; encourage improved performance; motivate employees to develop their best capabilities and competencies; accommodate changing fiscal, economic, and competitive conditions; and recognize important relative differences in position responsibilities and requirements;

WHEREAS, these compensation principles are crucial for City of Northfield employees who have a substantial impact on the overall direction and operation of the City's departments, programs, services, and functions;

WHEREAS, the City of Northfield City Council approved a 2018 Base Pay Schedule (BPS) for City of Northfield employees and a step increase for incumbent City of Northfield employees in the 2018 BPS on January 1, 2018 and Police Sergeants July 1, 2018 subject to satisfactory performance;

WHEREAS, the employees who have a substantial impact on components of the City are primarily paid in Grades S through W of the City's Base Pay Schedule; and

WHEREAS, the City Council finds that authorizing the City Administrator to approve an additional step on the 2018 Base Pay Schedule for certain employees of the City of Northfield in Grades S through W based on the following performance criteria (1) overall individual performance; (2) extra hours worked in order to meet department goals and objectives; (3) positive contributor to leadership team goals and objectives; and (4) two years of service in their current position is consistent with and supported by the Compensation Policy;(5)successful completion of 360° feedback performance review process.

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

The City Administrator is authorized to approve an additional step increase on the 2018 Base Pay Schedule, effective January 1, 2018, for certain employees of the City of Northfield in Grades S through W based on the following criteria of the employee's performance through December 31, 2017 determined through a formal performance evaluation: (1) overall individual performance; (2) extra hours worked in order to meet department goals and objectives; (3) positive contributor to leadership team goals and objectives; (4) two years of service as of December 31, 2017 in their position as of August 8, 2017(5)successful completion of 360° feedback performance review process.

PASSED by the City Council of the City of Northfield on this 22nd day of August 2017.

ATTEST

City Clerk

Mayor

VOTE: ___ POWNELL ___ COLBY ___ DELONG ___ NAKASIAN
 ___ NESS ___ PETERSON WHITE ___ ZWEIFEL