

**City Of Stewartville
Personnel Committee
Minutes of June 23, 2026 – City Hall**

Members present: Councilmember Anderson, Councilmember Arndt, and Administrator Schimmel.
Also, present was Finance Officer Grabau.

The first item of business was the personnel policy updates due to the new union contract that was put into effect on January 1, 2026. The contract covers years 2026-2028. The personnel policy was updated to mirror the changes to the union contract. The changes included: employees working in a higher classification pay, longevity pay increases, PTO accrual increase, sell back of PTO option now twice a year, and wording added for the MN Paid Leave program.

Discussion then took place regarding allowing staff to accrue PTO while out on MN Paid Leave. Staff recommend adding this benefit to the existing personnel policy. Anderson and Arndt agreed.

The next topic of discussion was short-term disability and whether the city should cancel or continue with the coverage. The costs of this benefit decreased significantly from 2025 to 2026 and it still may be an added benefit if any employee would need to cover a gap in MN Paid Leave and long-term disability. Staff was recommending to leave it for 2026 at least to determine how the MN Paid Leave program would operate. Anderson and Arndt agreed.

The next item was to make the committee aware of a policy update related to voluntary disclosure for Non-DOT Drug, Cannabis, and Alcohol Testing. This was required by the League of MN Cities and the City having to pay for appointments and testing.

The last item on the agenda was to update the wording related to Alcohol and Drug Testing. Under Section 19: Alcohol and Drug Testing paragraph 10 regarding a CDL to the wording that was used prior in the 2005 policy. This wording states that if a person that has a CDL whose CDL is cancelled, revoked, or suspended for any time frame greater than sixty (60) days, within one (1) year may be terminated or reduced in pay or grade in his or her employment with the City of Stewartville.

There being no further business, the meeting was adjourned.

Respectfully submitted,

Kelly Grabau
Finance Officer

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