

**CITY OF MAPLE LAKE  
WRIGHT COUNTY, MINNESOTA  
MINUTES OF MAPLE LAKE CITY COUNCIL  
WORK SESSION / PERSONNEL COMMITTEE MEETING  
May 6, 2026 – 5:30 P.M.**

1. **Call to Order** - The work session was called to order by Mayor Kissock at 5:30 p.m.

**Council Members Present:** Mayor Lynn Kissock; Councilors: Kris Logas, Scott Chantland, and Natt Bougie were present. Councilor Hausken was absent.

**City Staff and Consultants Present:** Andrew Johnson, Public Works Director; Cathy Reynolds, Interim City Administrator;

2. **Approval of Agenda – Councilor Chantland made the motion to approve the agenda. Councilor Logas seconded the motion. Motion passed. (4-0)**

3. **Business**

- a. **Planning Services:**

- i. Emily Herold and Sarah Runkle with MSA were present to interview with the city council for planning services. Following the first interview John Uphoff and Zeke Peters with Landform were present to interview for the provision of planning services with the city council. Following the interviews the council discussed the interviews and decided to move forward with Landform. Staff was directed to work with Landform to bring forward a contract for council approval.
- ii. As part of the discussion on planning services, council also discussed the comprehensive plan and a desire to place it on hold for a year or so to allow the city to move through the transitions. Staff will reach out to the contractor.

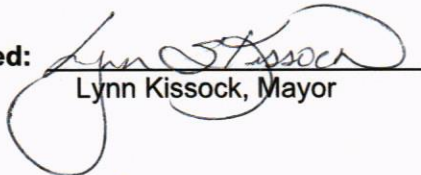
- b. **Pay Premium Discussion:** Staff presented information on the previous use of step increases when public works employees received a water, sewer, or CDL license, the option for the use of premiums instead of step increases, and how the adoption of the new pay scale in 2026 works with these items. Council directed staff to look into adjusting the pay scale to go back to a single public works maintenance grade and to put together recommendations for premium pay for licenses.

- c. **Personnel Policy Discussion:** The council discussed the outstanding items with the personnel policy update and directed staff to change the draft policy to a maximum vacation accrual for all employees of 250 hours, and to leave the conference/class attendance language as is and not add tuition assistance. The updated draft will be brought to a council meeting for final approval.

- d. **City Administrator Recruitment Discussion:** The council discussed the city administrator recruitment. The original discussion had been to look at having a new administrator on board in September/October. With four of the five

council positions up for re-election, the council decided they would wait until after the election to allow that council to select the administrator.

4. **Adjournment – Councilor Logas made the motion to adjourn the meeting. Councilor Chantland seconded the motion and the motion passed. (4-0).** The meeting was adjourned at 7:46 p.m.

Approved:   
Lynn Kissock, Mayor

Attest:   
Cathy Reynolds, Interim City Administrator