

**Minutes of the  
Orono City Council Work Session  
Monday, February 26, 2018  
Council Chambers 5:00 p.m.**

**PRESENT:** Mayor Dennis Walsh, Council Members Richard F. Crosby II, Wendy Dankey, and Aaron Printup. Representing staff were Development Director Jeremy Barnhart, Police Chief Correy Farniok, Director of Public Works/City Engineer Adam Edwards, and City Clerk Anna Carlson.

**Meeting Start Time: 5:05 p.m.**

**1. Trails – Maintenance of Dakota Trail**

Director of Public Works/ City Engineer Adam Edwards began presentation of the Trails and the city's process for maintaining its trails. Edwards noted that there is a program within Three Rivers that allows municipalities to opt in to perform winter maintenance of their trail system. To do so, the city would need to fill out an application and identify which section of the trail we intend to do maintenance and what kind of maintenance the city plans to do on that portion of the trails and why. The City would also need to submit a proof of insurance and sign a waiver accepting liability for damages that may occur on the trails during maintenance. Edwards reached out to Three Rivers to find out what other cities opt in for winter maintenance on the trails, finding that there are none that opt in. It's not our asset,

The group collectively discussed the liability issues that could arise from maintaining the trails and the issues that it could create with the inconsistency of maintenance along the trails.

**2. Hiring & Training Standards**

City Administrator, Dustin Rief presented a Human Resources Update. Rief mentioned that he has been searching for ways to improve our process internally. Rief mentioned that Standards for training and hiring has already begun within the Public Works Department.

Edwards mentioned that there are three main areas for hiring and training standards within Public Works. The city has implemented a hiring process that relates to maintenance works comprised of a series of two interviews. The city has altered the second interview into a performance based interview. During the second interview candidates are asked to do two exercises. The first exercise includes identifying certain tools and explain how it's used, or how it works. The second exercise is an equipment exercise, and candidates use equipment and judgement is based off of the subject's ability to do the task.

Edwards felt that it was a very good way of filtering the candidates and that it showed their potential, their willingness to ask questions, and their abilities to perform a task and operate equipment.

## **2. Hiring & Training Standards – Continued**

Mayor, Dennis Walsh asked if they tell the candidates that they will be tested beforehand. Edwards answered yes.

Rief mentioned that the city has come up with a list of questions to help distinguish information that the new employee may need to learn and be safe.

Edwards mentioned the biggest challenge is to find out if one would actually pass the test outside of the classroom. To attempt to tackle this issue, we have created a spreadsheet of tasks to check off as the employee progresses through employment.

Council Member, Wendy Dankey mentioned that she likes how they are currently doing this process, are they using it in all and other areas.

Rief mentioned that we would like to work on it with every department. We intend to work on the finance department first and simultaneously work on the other departments.

## **3. Orono Schools Event Update – Correy Farniok**

Orono Schools Superintendent, Karen Orcutt started off with a huge thank you. Orcutt noted that the team worked great together. The support of the schools and the police department was incredible.

Orono Police Chief, Correy Farniok started by addressing the various partnerships that were used during the School Lock Down. Without having those partnerships developed it would have been very difficult to work out a solution. Building those relationships early on is key in working out a successful solution for this situation. When the situation came about a helpful team of four investigators from Minnetonka, Hennepin County Sheriff's Office and FBI task forces showed up to help out. Farniok mentioned that the partnerships between the City, School, and Police Department made this situation successful.

Farniok noted some of the positives that came from this situation. We had peer support, and others that could envision various aspects of the issue which was useful in coming up with a plan and critically solve the problem. There were some positive things like the school sending out updates every 15 minutes. We learned relaying the same message from the school, city and police department instead of separate updates could be more beneficial for future purposes. The focus was the kid's safety and that was the priority. The Police Department tried to work around the inconveniences, but the safety of the kids and school staff was the priority. Farniok also described the central meeting area for parents and the updates that went on there. Farniok noted that the communication was great. It was good to have a city official there. The school staff working in that situation was phenomenal.

**3. Orono Schools Event Update – Correy Farniok – Continued**

Farniok mentioned possible areas for improvement. We could have set up of EOC differently and more efficiently for any possible future situations. We should consider the Media staging area to be set up in a different than what was used in this situation. Using the Council Chambers could have been used instead of the EOC area for a press conference.

Orcutt mentioned that they have a team structure for emergencies in place and crisis teams running out of the school as well preparing for any kind of action needed for any situation.

Council Member Aaron Printup mentioned the GoFundMe me page. He would like to focus on the positive side of the situation and encourages the council stay on the positive side.

Walsh mentioned that team work and alliances with the school, city, and police collaboration building that partnership made this situation work.

Council Member, Richard Crosby mentioned that the collaboration was great. Crosby felt that the Police Department and special task forces did an outstanding job protecting the kids and staff along with establishing and achieving other objectives.

Farniok mentioned that we should take the positive things that have come from this situation and share it.

Orcutt noted that the GoFundMe me page was not put on by the school. The information released on this page was both true and false and the information was not released by the school.

Orcutt also mentioned that the Blue Ribbon Committee will look at themselves, and prioritize needs and wants for this type of committee.

Council Member, Aaron Printup would like to relook at this type of committee after some time has passed. We need to continue passing the positive scenario message.

**Meeting End Time: 6:55 p.m.**

**ATTEST:**



Anna Carlson, City Clerk



Dennis Walsh, Mayor