



STAFF REPORT

DATE: 8/4/2021

CONSENT

TO: Honorable Mayor and City Council

FROM: Dustin Kalis, Fire Chief

AGENDA ITEM: Appointment of Fire Officers

REVIEWED BY: Jake Dickson, Assistant City Administrator

BACKGROUND:

The Lake Elmo Fire Department has not had a full complement of officers since 2015. At the July 6th City Council meeting the Council approved updated job descriptions and job postings for both the Fire Department Lieutenant and Captain positions. Staff posted the jobs on July 7th and received four applications. Staff conducted candidate interviews the week of July 26th.

ISSUE BEFORE COUNCIL:

Who should the City Council appoint to the available Fire Department Officer positions?

PROPOSAL DETAILS/ANALYSIS:

Staff is proposing the following appointments of Fire Department Officers:

Captain: Jeremy Penman and Michael Schwarz

Lieutenant: Katie Hawke and Doug Lovett

Appointed Officers will not be tied to a station as it was in the past and will serve department wide.

FISCAL IMPACT:

Officer stipends appropriate to both positions are included in the 2021 budget.

OPTIONS:

- 1) Appoint the proposed personnel to officer positions
- 2) Appoint different personnel to officer positions
- 3) Make no appointments

RECOMMENDATION:

If removed from the consent agenda:

“Motion to appoint Jeremy Penman and Michael Schwarz as Fire Department Captains.”

“Motion to appoint Katie Hawke and Doug Lovett as Fire Department Lieutenants.”