

Up to 180 hours can be carried over into 2021

City HR issues new pandemic vacation carry over policy

The city office of human resources has issued a new directive on the use of vacation and allowable carry over into 2021 of up to an additional 60 hours. This is on top of the standard carry over of 120 hours.

Human resource staff continues to encourage all employees to use their vacation time to get away from work and maintain their mental health.

However, since many employees were unable to use their vacation time due to issues including remote work, the COVID-19 pandemic, department schedules, and civil unrest, human resources created a pandemic vacation carry over policy to address this situation.

This new policy increases the standard rule by 60 hours, for a total of up to 180 hours of carry over. The utility intends to allow the additional carry over for all those who meet the requirement of using a minimum of 120 hours of vacation in 2020.

Formal requests for this carry over will not be required, but we ask that employees work with their supervisors to determine how much time still needs to be used to meet requirements.

“As always, we encourage all employees to use their vacation time,” said Racquel Vaske, human resources consultant. “We understand this year has been difficult for many reasons, and it is especially important during this pandemic to take time away from work to maintain your mental health.”

All vacation carried over in excess of 120 hours must be used before June 30, 2021 or this time will be lost.

If you have questions, please contact your supervisor or Racquel Vaske at Racquel.Vaske@ci.stpaul.mn.us or 266-6815 or Sandy Kimbrough at Sandy.Kimbrough@ci.stpaul.mn.us or 266-6510.

Highland Park water tower renovations nearly complete



Renovation work to the Highland Park water tower was largely completed over the summer. Here the Kasota/Minnesota stone used for the entryway stairs on the north side is shown completely replaced. The stone on the west side of the tower was completely replaced as well, as were the doors at both entrances. More photos page 2.

Dates set for open enrollment virtual information sessions

Open enrollment will take place this year from Monday, Oct. 12. to midnight on Friday, Oct. 23 and must be done online at <https://benefits.stpaul.gov>.

Specific information on medical and dental plans and how to enroll will be sent to employees around Oct. 9.

Virtual information sessions will provide more details on dental and health plans, long/short term disability and life insurance options, Healthy Saint Paul incentive programs and other options. Session dates are:

- Monday, Oct. 12 at 3 p.m.
- Tuesday, Oct. 20 at 10 a.m.
- Friday, Oct. 23 at 10 a.m.

The sessions will be recorded for on-demand use for those employees unable to attend.

For more information, please contact Racquel Vaske at Racquel.Vaske@ci.stpaul.mn.us or 266-6815 or Sandy Kimbrough at Sandy.Kimbrough@ci.stpaul.mn.us or 266-6510.

Highland Park water tower renovations largely completed

The windows were replaced and several brick areas were replaced or received new tuck pointing to keep the old bricks in place. The interior sill areas were also repaired or replaced. New screens were placed at the top of the observation deck to help keep out birds. The renovations were completed with funding from a \$250,000 grant and matching SPRWS funds.



The arched window above the stairwell was set to be replaced along with the wooden framework, which had rotted out over time.

The doors at the top of the stairwell into the observation tower were completely replaced, as well. The doors are wood with copper overlay. The old hardware for the handles was reused.

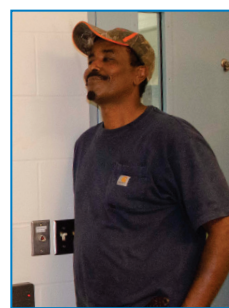
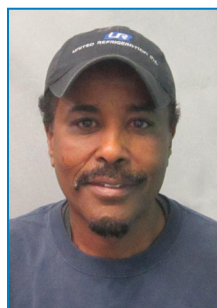
Ali Abdi passes away Sept. 26

Ali Abdi, 56, passed away on Sept. 26 after battling Covid-19. He worked for the water utility in production. He started as a water plant worker on May 19, 2011, and earned a promotion to pumping engineer II in 2013. He kept both titles throughout the rest of his career at the utility.

"We will miss him and all the contributions he made to the utility," said Steve Schneider, general manager in an email to staff on Sept. 30.

"Ali was a good man. Family man. Great employee. Worked all kinds of shifts without complaint," said Jim Bode, production division manager. "Whenever I saw him, I was greeted with a smile and a hearty hello. He will be missed."

Schneider asked staff to keep Ali and his family in their thoughts and prayers.



Far left, Ali Abdi last year. Left, in the pumping engineer's room during a tour in 2016. Below, working as a water plant worker cleaning out clarifier No. 3 in 2013.



Are you a new city employee? Attend a welcome event

The city is thrilled to welcome the city of Saint Paul's newest employees at a "Welcome to Saint Paul" virtual event. It's so important that our staff are successful in their new roles that the city requires attendance at this virtual event for all new employees,

including temporary employees, to help them understand Saint Paul's mission, vision, and values.

Upcoming dates are:

- October 20, 2020 (deadline to sign up is Oct. 16.)
 - December 15, 2020
- Please obtain supervisor

approval to attend the workshop prior to registering.

To register, go to: <http://tinyurl.com/y558uann>

Sessions will be recorded.

Contact Anita Vue at 266-6523 or email anita.vue@ci.stpaul.mn.us or jobs@stpaul.gov with questions.