

SPECIAL MEETING – GOALS & EMPLOYEE HANDBOOK
JANUARY 27, 2011

Meeting called to order by Mayor Tammy Konz at 6:05pm

Council members present: Tammy Konz, Nate Osmundson, Eric Loewen, Chris Jansky and Joe Krippner;
Chris Jansky left at 7:00pm

Others present: Leslie Arnold and Jim Frilstad

Those present discussed their goals.

The Council listed their goals as coming in 2 – 5% under budget for 2011, starting to do long term planning for the sewer plant and streets, communication and working on promoting the City through the website.

Deputy Clerk Leslie Arnold listed her goals as starting to work on fixing City Ordinances and bringing suggestions to the Council for corrections and learning more about zoning. She will be attending some training in Annandale for zoning.

City Clerk Nicole Pilarski listed her goals as organizing the personnel files, putting together a job manual and continuing to go through files in the office.

Replacement of the Public Works computers was discussed, as was their email and phone line.

Council member Chris Jansky discussed altering the Public Works schedule to 4 – 10 hour days.

Council member Chris Jansky left at 7:00pm.

The Council discussed the employee handbook. They would like to switch to PTO instead of separate sick and vacation leave. They feel this would be more beneficial to the employees as far as not having to request vacation carry over, etc. PTO would be accrued each pay period and capped at a certain amount. They instructed the City Clerk to send them some examples to look at.

Motion made by Joe Krippner and seconded by Nate Osmundson to adjourn at 7:46pm; motion carried

Respectfully submitted by Nicole Pilarski