

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES
WORK SESSION

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January 18, 2011
COUNCIL ACTION

I. PROCEDURES:

- A. Call to Order Mayor Moore called the meeting to order at 5:00 p.m.
- B. Roll Call Mayor John Moore and Councilman Don Dent (Vice-Mayor), Councilmen Bernie Hiemenz, Frank McNelly, Bill Miller, Lee Payne, and James Wurgler were present and constituted a quorum.
Present from City Staff were Interim City Manager/Finance Director Joe Duffy, Public Works Director Glenn Cornwell, Building Inspector Tim Pettit, and City Clerk/HR Director Susan Kerley. Attorney Kellie Peterson was also present
- C. Adoption of Agenda Councilman Hiemenz made a motion to adopt the Agenda. Councilman Miller seconded, and the motion carried 6-0.

II. SPECIAL AGENDA ITEMS:

- A. Discussion regarding Employee Handbook
Mayor Moore led the discussion regarding the Employee Handbook, section by section. Questions were raised or comments made about the following sections:
 - 1.01 (C)
 - 2.01
 - 2.06
 - 4.03 (C)
 - 6.04 (C) 2.
 - 6.05 (D)
 - 6.05 (E)
 - 7.02 (A)
 - 10
 - 10.02.01
 - 10.03.01
 - 10.03.02
 - 11.02 (C)
 - 11.02 (G)Kellie Peterson will have the desired changes made and will email a copy of the final draft to Susan Kerley. A notice will go out in all employees' pay checks on 1.27.11 that a copy is available for review and questions. Then the document will go before Council for adoption on February 10, 2011.
- B. Discussion regarding the 2011 Project List
Joe Duffy explained that this is really the Public Works Project List, and it helps keep everyone on task. He believes this has fostered a good team effort and would like to continue the list for another year. Many items can be done for very little cost. He reviewed most line items and asked if Council wants to remove any items from this first

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draft of the Project List.

Councilman Hiemenz noted that we need crack sealing on the two main streets.

Joe Duffy pointed out that we need to hire more seasonal laborers this summer. One idea of consolidating Public Works here at City Hall is to be able to pull more people onto projects from various departments.

Councilman Miller asked that we make sure we are using the laborers we have. The perception from some citizens is of employees driving City vehicles around town or leaning on their shovels.

Councilman Payne asked if Marty Yerian could visit the baseball fields to see what needs to be done before spring.

Joe Duffy said that we may move the Maintenance Department up to the Water Department. Then we could get rid of the maintenance building at Cureton Park.

III. ADJOURN:

The meeting adjourned at 7:30 p.m.

Mayor John Moore

ATTEST

City Clerk

