

The special meeting was called to order at 7:00 PM by Mayor Carol Coulter. Council members present were Andolshek, Delmonico, Arends and Anderson. There were about 10 members of the community present.

MOTION: By Anderson and seconded by Delmonico that the Council approve the transfer of the license held by the Channel Liquor to Robert and Joan Baker. The motion carried and the vote was unanimous.

MOTION: By Anderson and seconded by Andolshek to accept the low bid of Graham/Weisnegger Insurance for the City's insurance at a price of \$7,832. The motion carried and the vote was unanimous. Only two other companies submitted bids.

The clerk announced that the Workmen's Compensation Insurance has been taken out through the League's plan as Anderson and Telephone Company Manager, Gary Fread had given their approval. The same agent will handle the account, Cass Company Insurance Agency.

MOTION: By Anderson and seconded by Arends that the City's Employee Policy, (or agreement) as it was called at the time the Council approved it in January of 1980 be maintained and up-dated. It was agreed that this should now be called a policy and not an agreement. The clerk was instructed to make the various changes in order to bring the policy up to date. Anderson stated that he had some suggestions as to sick time accumulation and vacation time accumulation, but he felt that this was not the time to make the changes and that this should be done at a later date as part of salary negotiations. It was agreed the policy should be worded now to allow employees to take vacation time in lessor amounts than a week at a time with the supervisor's approval. In discussing the proposed change of employees having their job evaluations done by the entire council, Al Benson, a member of the community, stated that an annual evaluation was unfair and that it was more important to document misconduct and grievances. He asked how the council could do an evaluation in July and set a salary a month later without giving the employee any chance to improve. The mayor responded that job evaluations could be done oftener than on an annual basis, if necessary. Anderson stated that any evaluations made this July would not effect salaries until a year later. Chief of Police Backdahl questioned as to whether most Council members could give a qualitative evaluation when they are not familiar with the employees job requirements and might only be made on a personal basis. The mayor and Anderson both explained that this could not be used as a tool for firing an employee as the grievance procedure would have to be followed. Anderson read the Article from the policy to try to clarify the job review procedure. He stated that the council could try the evaluation for July and if it does not work it can be dropped.

MOTION: By Anderson and seconded by Arends that the clerk submit the draft at the next meeting with the up-dating and the changes as discussed to-night and it will be finalized at the next meeting. The mayor stated that she felt we should have the League of Minnesota Cities approval also in case we have made some glaring errors. The motion carried and the vote was unanimous.

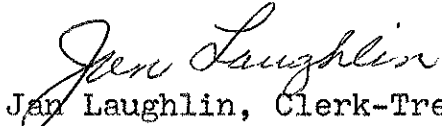
Andolshek questioned whether the Mayor should vote on the above matter, as she is the wife of a City Policeman. The mayor stated as long as

she is in charge City Personnel she should be able to vote in this matter. Anderson responded that the vote was unanimous anyway.

The clerk was instructed to check with the League in regard to some aspects of advertising for a temporary man to assist Pat Hoag in the road maintenance. Anderson stated that after the applications are received, he will pick out the top three that he feels are best qualified and will recommend who to hire. He will consult with Pat on this also. If there is disagreement on his recommendation, then the council can recommend who will be hired. This employee will not work more than 120 days a year.

MOTION: By Anderson and seconded by Arends that the meeting be adjourned. The motion carried and the vote was unanimous.

Respectfully submitted,


Jan Laughlin, Clerk-Treasurer