

City of McVille  
Special Meeting Minutes  
*Review and updates to Policy and Personnel*  
Thursday November 29<sup>th</sup>, 2018

Mayor Stein called the meeting to order at 7PM.

All members were present as well as Auditor C Arneson and Joanne Brennan.

The City is currently past a 15-day waiting period for the Mayor to appoint a council member. This person must be a legal resident and not owe current debt to the city. Discussion about an ideal candidate, someone with a diverse background, some business knowledge and general motivation for economic development and the future of McVille. Names were mentioned of community members who have expressed interest. The Mayor plans to follow up with a few of them and schedule an introduction interview with the council.

Ordinance #100, Snow removal, was distributed with the expectation of future updates.

The city policy with language barriers was explained. The city has a contract to assist with over 30 languages if someone would come in any city building requiring interpretation, including TTY service for hard of hearing individuals. The information for this service is located at the front desk of the city office.

The employee handbook was addressed. The amount of time employees are paid to attend meetings was evaluated. Some interest in addressing the following was brought up: personal devices such as laptops and cellphones, conduct with city residents, accuracy of job descriptions and communication. Job descriptions should be updated and evaluated annually before wage increases are considered.

A two-on-one conversation will be scheduled next week for Mayor Stein and Member Hain to address public concerns with Public Works Director Ryan Johnson.

Tri-County Water District suggested assistance with maintaining our water plant in the future.

The 6<sup>th</sup> month walk-through of the Café to be scheduled. Member Urvand, Auditor C. Arneson and a public works employee will schedule a date.

The auditorium rental agreement was updated. Motion to approve the updates of \$25 per day rental fee and the addition to the agreement stating the dumpster location made by Member Czarnik, 2<sup>nd</sup> by Member Urvand, motion passed.

Next regular meeting date changed to Sunday Dec 9<sup>th</sup> at 1:30 in order to provide a quorum.

Meeting Adjourned: 3:15 PM

Mayor Douglas Stein

Attest: Auditor C. Arneson