Truman City Council Minutes
January 10, 2022

The emergency meeting was held at the Municipal Building Council Chambers on the 10th day of January 2022 at 4:30 pm.

Present: Mayor Terry Bentele, Councilor Patty Truax, Councilor Brandon Mosloski, and Councilor Jake Ebert

Absent: Councilor Brian Nickerson

Staff present: Utility Foreman Brent Brown, Utility Billing Specialist Deputy Clerk Carol Becker.

Mayor Terry Bentele presided over the meeting beginning at 4:30.

<u>City Clerk Position</u>

Discussion regarding interviews for the position. There is a candidate that has what the hiring committee is seeking – experience with municipalities, experience with the software used by the City, and a strong work history. Candidate has been provided an overview of the most benefits, and the pay scale. Discussion of the candidate and wage to offer. **Motion made by Ebert, seconded by Truax to offer candidate the position starting at the 4th year for the first 6 months, and moving to the 5th year on the next 6 months.   Six month probation period. All "ayes", motion carried.**

Truax will contact candidate with the job offer.   Truax will gather a start date, and if candidate accepts the offer there is the option to start at any time, allowing for some part time hours, if desired, prior to starting fulltime.   Carol will send candidate the CBA via email.

Brent Brown brought up a question regarding carryover hours, there is an MOU addressing this for the Union employees. Council intended this policy to be in effect for non-union positions as well.

Carol Becker inquired about front desk space.   If the Clerks position is filled, that office will be occupied. If Admin Asst position is filled, the new Admin Asst and Sherry Hansen need space for training, and there is insufficient space at the counter for 3 people.   Discussed making space in the file room, and alternate locations for file cabinets.

Motion made by Ebert and seconded by Mosloski to adjourn the meeting, all "ayes", motion carried.

Meeting adjourned at 4:53.

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Carol Becker, Deputy Clerk