

City of Pawnee Rock

Minutes of Special Meeting

June 18, 2014

Present: Mayor Linda McCowan, Council Members: Vickie Alsup, Dorian Frances, and Chris Mead.

Meeting was called to order by Mayor McCowan

Special Meeting Agenda Items:

1. Computer for Maintenance

Discussion regarding the need to order a computer for maintenance included:

- An Acer computer had been ordered but was not picked up in a timely manner and Walmart returned it to their stock.
- The current maintenance person does not use a computer, and the past two have not used them either.
- Consensus was that if in the future we find that a computer is needed, we can order one; but until then vital information will be stored on the City Clerks computer for back up purposes.

2. Hiring new employees

MOTION: Dorian Frances motioned to hire Catherine (Cathy) Grover as the new city clerk for the City of Pawnee Rock. Motion seconded by Vickie Alsup. Carried 3-0.

Discussion of City Hall hours/duties regarding hiring Cathy Grover included:

- Office would be open to the public from 8:00 a.m. to 12:00 noon, Tuesday, Wednesday and Thursday.
- Cathy would be able to work until 4:30 each day, with the door locked from noon to 4:30 for her to do her office work.
- Cathy could open the door if her work load allowed.
- John Henderson will continue to work for the city as a contracted vendor until such time as Cathy and John agree that she is able to carry on the full duties of the City Clerk.

MOTION: Chris Mead motioned to hire Dilan Halzle as the assistant maintenance man for the City of Pawnee Rock at the amount of \$9.50 per hour, beginning June 19th, 2014, with the hours being on call to be supervised by Shane Bowman. Vickie Alsup seconded the motion. Carried 3-0.

MOTION: Dorian Frances amended her original motion regarding the hiring of Catherine Grover to include the pay rate in the amount of \$10.00 per hour beginning June 26th, 2014. Motion seconded by Chris Mead. Carried 3-0.

MOTION: Vickie Alsup motioned to adjourn the meeting; seconded by Chris Mead. Carried 3-0.
Meeting was adjourned.