

## Cold Spring City Council May 12, 2008

The special meeting of the Cold Spring City Council was called to order by Councilman Charles Gray, who was appointed by Mayor Mark Stoeber to preside at this meeting in his absence. The purpose of this meeting, as advertised, was to create a part-time / seasonal Public Works job position. Roll call showed the following present – Lou Gerding, Charles Gray, Dave Guidugli and Rob Moore – excused were Kathy Noel and Stuart Oehrle. Also present were Rita Seger, Brandon Voelker, Tom Benke and Ed Burk.

Charles Gray pointed out exits from Council Chambers, per Fire Department regulations.

**Ordinance 08-946 was read in summary form for the first time, for the creation of a part-time / seasonal public works laborer.** Rob Moore made a motion to approve this ordinance and Lou Gerding seconded the motion.

Discussion on the job description followed. Lou Gerding stated that under “Characterstics” it should include that the primary work is for the maintenance of parks and recreation facilities. Brandon Voelker stated that the ordinance that he provided does identify this for public works / parks.

Lou Gerding suggested that under “Job Duties” wording should include the use of a weed eater. Rob Moore stated that we could just include wording that stated “...not limited to the above” which would leave an open door for duties such as this. Brandon Voelker stated that it could read “...any other duties as required or assigned by the Mayor or the Public Works Supervisor.”

Dave Guidugli questioned the areas in the job descriptions that refer to work “...under close supervision of the Public Works Supervisor...” which might give us some problems in case of an accident or injury, because the Public Works Supervisor cannot be with the laborer constantly. Brandon Voelker stated that it might be better to re-word it to state “...under the direction of the Public Works Supervisor....”.

Lou Gerding questioned the wording “...ability to lift objects in excess of 25 lbs.” Other samples of this job description state in weight in excess of 40 lbs. Brandon Voelker stated that this would only come into play on an ADA claim where this job description would be given to a doctor. The more information you put in, the better able the doctor will be to determine if the laborer can perform his job. It was decided to use wording for 40 lbs. instead of the 25 lbs.

Rob Moore stated that a background check should be performed, because the laborer will be working in our parks near children, and also may be driving our city vehicles. Brandon Voelker concurred. Chief Burk stated that we should absolutely require it, to make sure that they do not have multiple driving offenses.

Brandon Voelker stated that tonight we are just creating a position of a seasonal employee, but we will at some point need to establish these types of guidelines and policies. Discussion followed on hours that can be worked before the pension program would kick in. Seasonal workers could work as many hours as needed, without benefits, as long as it is for only six months.

Roll call vote on Ordinance 08-946 showed all were in favor. **Motion carried.**

Rob Moore verified that this job can be posted immediately in order to avoid delays. Lou Gerding stated that the mayor will draw up the wording for the job to be advertised.

Motion to adjoin the May 12<sup>th</sup> special meeting was made by Rob Moore and seconded by Lou Gerding. All were in favor. Motion carried.

**Approved:**

**City Clerk:**

**Mayor:**