**RECORD OF PROCEEDINGS**

Minutes of The Special Meeting

Held July 31, 2018, @ 7:00 P.M.

Council met in a special meeting to discuss personnel for the water and sewer operator job opening. Present were: Steve Wobler, Mayor; Austin Scheiner, Andrew Head, Lyn Collis, and Andrew Zartman, Councilmembers; John Hall, Eric Gross, and Brad Young, BPA members; and Jeremy Kosch, interim operator of record.

Eric Gross asked what the starting wage rate would be for a new hire without any licenses. While Mayor Wobler was looking up the current salary ordinance, it was acknowledged that the round robin of text messages and phone calls between Jeremy Kosch and Council members was a violation of the Sunshine Laws, and to correct that problem, a special meeting was called in order to discuss the issues. The BPA was going to recommend a rehire of Jarrod Childs, however, Mr. Childs decided prior to the meeting that he did not want to be rehired.

The current salary ordinance only states the wage for someone holding a class 1 license for both water and sewer is $17.50. There is no distinction for a water/sewer trainee. It was recommended that the new hire would start at $16.00, and would get $1.50 raise after getting one license, and then would get another $1.50 raise after receiving the second license. It was noted that the current salary ordinance will need to be amended to show the pay rates for a trainee without any licenses. It was also noted that the average pay for water treatment manager is $19.24. The position will be 40 hours per week with 2 hours of overtime on the weekends. After the trainee gets both licenses, their raises will be determined by the Council when they pass a new salary ordinance.

Lyn Collis inquired as to what will happen should the new employee fail to get their licenses. Andrew Head suggested to give the new employee 18 months to get both licenses. It was noted that the new employee will be on probation for six months after hire. The Council will make the six month probation and 18 month requirement a condition of his employment.

Andrew Head made a motion to set the pay rate for a water and sewer plant operator in training starting at $16.00 an hour, with a raise of $1.50 after he receives his sewer license, and then another $1.50 raise after he receives his water license, and stated the position will be 40 hours per week with 2 hour of overtime on the weekends. Andrew Zartman seconded the motion and the motion passed unanimously.

Lyn Collis inquired of Jeremy Kosch if he would need to work with the new employee. Mr. Kosch replied that he will train the new employee on the daily routine, will stop by three times per week, and the new employee will have his phone number if any problems arise.

With no further matters to discuss, Andrew Zartman moved to adjourn, Austin Scheiner seconded, the motion passed unanimously, and the meeting adjourned at 7:26 p.m.

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Mayor Steve Wobler Fiscal Officer, Zoe McMaster