

May 6, 2014 Special Council Meeting and Employee Work Session

The Ashby City Council held a work session on May 6, 2014 at Ashby City Hall to the City's Personnel Policy. Members present were: Mayor Grover; council members George Jordan, Marcia Koefod, Jim Karl and Ronnie Jaenisch. Also present was Val Martin, Clerk/Treasurer and Jeremy Obright, Police Officer. Karl moved to approve the agenda. Jordan seconded.

The council and staff continued reviewing the Personnel Policy template from the League of MN Cities. A couple items need more discussion and background information:

- Possible conversion of sick leave and vacation to Paid Time Off.
- Include an annual employee evaluation in the policy.
- Possibly include random drug testing in the policy.
- Make sure the "Drug Free Workplace" include the Fire Department as per loan requirements.
- Consider City issued cell phones for all department heads – either smart phone or flip phones dependent on the employee's needs.
- Set up separate e-mail accounts for council members and mayor to be used for city business.

Valerie Martin, Clerk/Treasurer