

CALL TO ORDER

The Special Meeting of the Bethel City Council was called to order at 7.30 pm.

ROLL CALL

Present: Binkley, Buttane, Guinn, Sullivan,  
Twitchell, Veit

Absent: Hoffman

APPROVAL OF AGENDA

M/M by Binkley, 2nd by Sullivan to accept the agenda with the following addition:  
Item D: Executive Session - Personnel Matters

NEW BUSINESS

CITY REORGANIZATION PLAN

Item A: Reor-  
ganization Plan

City Manager Hoffman reviewed for Council the Administration's proposed reorganizational plan for the City (see attachment).

Councilmember Binkley asked Administration why the Capital Projects Coordinator position was slated for inclusion within the Public Works department within the next two to five years. The Administration indicated that the reduction in State dollars available for capital projects could result in fewer dollars coming to Bethel for Capital projects within the next few years and if that was so, the scope of City projects could be handled by the Public Works department.

Council inquired as to the role of the proposed Administrative Assistant position. Administration indicated that the position would do the work presently handled by the Assistant City Manager.

City Manager Hoffman reviewed for Council the reorganization plan offered by City Clerk Maiers. (see attachment)

Council took no action on the proposed reorganization plans as presented.

Item B: Reclasi-  
fication

EMPLOYEE RECLASSIFICATION

City Manager Hoffman reviewed for Council the proposed employee reclassification plan concerning the inclusion of new positions with the City's job classification system, position upgrades, and position renaming. Administration indicated that the proposed reclassification was projected to cost the City an additional \$78,000 in personnel costs.

Councilmember Sullivan noted that the position comparison as presented by Administration did not include related City benefits, such as vehicle use and rent subsidy, in determining the value of City salaries with respect to other communities pay ranges for similar positions.

Item B: Reclassi-  
fication cont.

RECLASSIFICATION CONTINUED

Councilmember Binkley asked Administration why contract employees were included in the range and step plan for pay purposes. Administration indicated that the range and step were used as a guideline for salary negotiations.

Councilmember Binkley asked Administration which positions were new positions in the reclassification. Administration reviewed for Council the new positions included in the reclassification:

- a. bus driver
- b. teen center program coordinator
- c. personnel director

Council recessed from 9.07 - 9.25 pm.

Item C: Council  
Committees

COUNCIL COMMITTEES

City Manager Hoffman reviewed for Council the proposed Council Committee ordinance. A discussion followed concerning the role of committees, advisory boards, and commissions.

Mayor Guinn suggested that the number of committees and their membership be kept to a reasonable number in order to facilitate appointment to the committees.

Councilmember Sullivan recommended that the proposed ordinance include a provision providing for secretarial assistance for the committees.

Diane Carpenter was opposed to the proposed ordinance and recommended that Council enact a committee ordinance that fully sets out the duties of each committee.

City Attorney Garnett reviewed for Council the legal role of committees within the City structure.

M/M by Sullivan, 2nd by Veit to go past 10 pm.  
Voice vote, motion carried.

Councilmember Buttane recommended that the Council establish Council committees and specific program advisory boards.

Finance Director Minaker suggested that Council should define the committees' role; Council concurred with Mr. Minaker's suggestion and set a work session on the committee structure for Thursday, December 15, 7.30 pm.

Item D: Executive  
Session - Personnel  
Matters

EXECUTIVE SESSION - PERSONNEL MATTERS

M/M by Binkley, 2nd by Sullivan to go into executive session. Voice vote, motion carried.

The Council met in executive session from 10.20 to 12.55 pm.

motion

M/M by Buttane, 2nd by Binkley to recess and to reconvene in executive session on Friday, December 9, 7 pm; City Attorney Garnett was to attend the Friday exec. session. Voice vote, motion carried.

12/9/83

EXECUTIVE SESSION CONT

motion

Council reconvened at 7.30 pm on 12/9/83. M/M by Buttane, 2nd by Binkley to go into executive session on personnel matters. Voice vote, motion carried.

All Council members present for the 12/8/83 Council meeting were present for the reconvened executive session. City Attorney Garnett was in attendance.

Council met in executive session from 7.35 - 9 pm.

motion

M/M by Binkley, 2nd by Sullivan to call a special council meeting for 7 pm, December 15 with the agenda item to be executive session, personnel matters. Voice vote, motion carried.

ADJOURNMENT

M/M by Buttane to adjourn. The meeting adjourned at 9.05 pm.

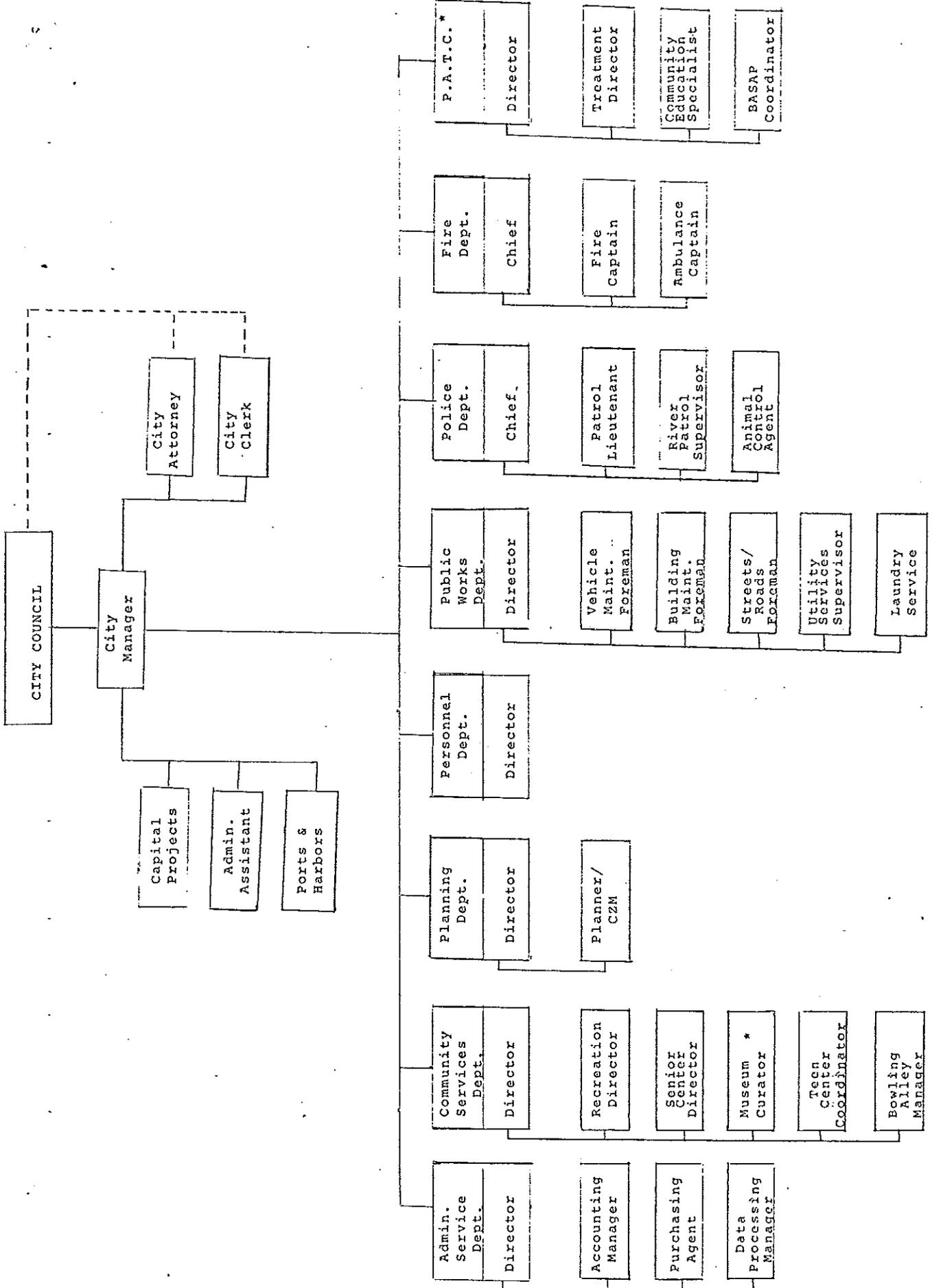
PASSED AND APPROVED THIS *9th* DAY OF DECEMBER, 1983.

ATTEST:

*Wayne E. Dairers*  
Wayne E. Dairers, City Clerk

*John Guinn*  
John Guinn, Mayor

ORGANIZATIONAL STRUCTURE



\* To be organized as a Non-Profit Agency.