

A special meeting of the Wakefield City Council was held on Wednesday, February 7, 2018 at 3:30 P.M. in the Council Chambers of the Wakefield Municipal Building with Mayor Granato presiding and leading in the Pledge of Allegiance.

ROLL Present: Councilmembers Wiita, Tarro, Mann, Anderson, and  
CALL Granato

Absent: None

Also Present: Richard Brackney, City Manager; and  
approximately 3 guests

PURPOSE The purpose of the Special Meeting is to discuss and take  
any action necessary on a) Manager Matters, b) Employee  
Matters

a) Manager Matters- A brief discussion took place related to the City Managers time off and the number of hours he has available. Also, the matter of comp time was discussed and was agreed that the City Manager doesn't receive comp time with being a salary employee. The Council would like to be notified when the Manager is attending meetings and workshops. The Council discussed the Recreation plan with the City Manager related to the status of it at this time. The City Manager explained that a number of ideas are needing to be removed from the current Recreation Plan and a number of items need to be added at this time. The Council asked the City Manager to give them an update on the Capital Improvement Plan. No Action Taken.

b) Employee Matters - The matter of employees utilizing their time during the day was discussed. The Council has set that employees need to fuel up equipment and vehicles at the end of the day to decrease the time needed to take care of this in the middle of the work day. The employees will be informed that they will be given 20 minute at the end of the day to fuel up for the next day. If this issue continues the employees will receive a verbal warning, written warning and the go from there. The Council will be looking at job descriptions and qualifications. The topic of a City Electrician was discussed and the Council will be looking further into this. No Action Taken.

EXTENDED John Granato informed the Council that he will be out of town  
PUBLIC for the Month of March.  
COMMENT

ADJOURN- Mann moved, Tarro seconded, CARRIED, that the meeting adjourn  
MENT at 5:11 P.M.

Respectfully Submitted,  
Susan Ahonen, City Clerk

Approved: \_\_\_\_\_

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John Granato, Mayor

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Susan Ahonen, City Clerk