

City of Gilbert
Special Council Meeting
January 30, 2017
Council Chambers

Mayor Milos called the meeting to order at 11:01 a.m.

The purpose of the meeting was to take action on advertising for an Administrative Assistant for the Police Department, Insurance Issues and a request to attend Wastewater Training.

Members Present: Vertachnik, Robich, Milos and Pontinen

Members Absent: Bol

Staff Present: Chief Techar and Secretary Olsen

Milos stated she and Councilor Vertachnik met with Chief Techar to determine his requirements and needs for the position of administrative assistant.

Chief Techar referenced a motion passed by the previous council to hire a full time position with 25 hours allocated to the police department and 15 hours allocated to the city offices. He stated the new council would like to proceed in a different direction with a part-time position for the police department of 25 hours per week. He also mentioned with the status change, the job description would need to be updated. Discussion followed regarding whether the position should be considered confidential or non-confidential. When asked, Techar said he preferred non-confidential. He also stated the rate of pay for such a position is approximately \$17.00 per hour.

Motion by Vertachnik, second by Pontinen to rescind the motion passed by the previous council for a full time position. All approved.

Motion by Vertachnik, second by Robich to advertise for a confidential secretary for the police department up to 25 hours per week; insuring that Chief Techar meets with Clerk Sakrison to finalize the job description and discuss posting. All approved.

Milos stated she would like to start with a clean slate dealing with the insurance issues. She informed the council Mr. Giblin is currently on vacation, but she is gathering information and would be inviting Mr. Giblin and Mr. Shega to the work session scheduled for February 6, 2017 at 2:00 p.m. Milos said she would like to have the issue placed on the agenda for February 14, 2017. Councilor Vertachnik asked that the issues of VEBA insurance and possible refund of VEBA insurance be placed on the agenda as two separate issues.

Milos also mentioned the city would be looking around and comparing insurances.

City of Gilbert
Special Council Meeting
January 30, 2017
Council Chambers

Terah Rinerson addressed the council on attending Wastewater Training. She stated she is pursuing her Class A License and the training is necessary.

Motion by Pontinen, second by Vertachnik to authorize Terah Rinerson to attend Wastewater Training. All approved.

Motion by Vertachnik, second by Robich to adjourn the meeting at 11:15 a.m. All approved.



Mary Olsen, Secretary

Attest:



Dorothy E. Milos, Mayor