



City of Lyons
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LYONS CITY COUNCIL SPECIAL MEETING
February 10, 2015

OPEN MEETING 6:30 P.M.

Mayor Dan Burroughs called the Lyons City Council Meeting to order at 6:30 P.M. Present were Councilors Troy Donohue, Lloyd Valentine & Mark Orr, City Recorder Kristin Rea.

GUESTS: Brenda Harris, Steve Baldwin, Richard Berkey, Molly Freeman, Micki Valentine, Candi Hampton

Mayor Burroughs asked that all stand for the Pledge of Allegiance.

Mayor Burroughs asked if there were any conflict of interest and/or ex parte declarations. There were no declarations of conflict of interest.

Cost Comparison: The mayor stated the cost comparisons of the wages from the last 9 months to the same period the year before, and the city saved over \$60,000.

Job Descriptions: Councilman Orr wanted clarification of which job description the city was currently using.

Councilman Donohue said he preferred the earlier "recorder" version with a few changes.

Possible changes to the job description were discussed.

Donohue makes a motion to accept the City of Lyons City Recorder job description with changes as discussed in accordance to the amended April 21, 1998 city recorder job description. Valentine seconds. Voice vote motion carries. To Assistant city recorder: Donohue said he didn't even read this job description because he knew they were only filling one position. Councilman Orr would like to see justification for hiring 2 people.

Pay: Councilman Donohue expressed concern about comparing city staff wages with other cities that are not similar, and wanted to make sure comparisons were "apples to apples". Concern over PERS contributions because in June this will go up to 22%, and would like to see employees contribute some money into their insurance & PERS. Also concern was expressed about employees working 25 hours a week and qualifying for full benefits. Council will be scheduling a workshop to discuss handbook changes & research legal requirements to make these changes. Kristin advised it would need to be changed with a resolution. Councilman Orr said his resolution table was not up to date. For the new resolution council would like employees to contribute their 6% to PERS and a 90/10 split for health insurance. Donohue requested to discuss hours at the next meeting. Council would like City Hall to be open Mon-Fri 9-5. Pay would be \$18/hour starting + Health insurance & the city portion of PERS contribution.

Staff will need to draft this PERS resolution.

Workshop meeting scheduled for 3/7/2015 at 3:30 pm.

Temporary Employees: Mayor Burroughs pointed out that Kristin's temporary status began in Dec when she was officially appointed the "temporary city recorder".

Mayor Burroughs asked for any public input.

Steve Baldwin told council that the City of Stayton was having a hard time filling their receptionist position that pays more money than the City of Lyons will be offering to fill the city recorder position, and felt that they might have a hard time finding somebody.

Brenda Harris asked about breaks & lunches. Molly said she was told she couldn't take breaks, and she also said that since she did the same duties as Brenda, wondered if she could qualify for benefits. Councilman Donohue wanted to know if she would be eligible based on wording from an email received from CIS. Staff needs to verify.

Councilman Donohue recommended the library staff figure out a way to have a lunch break. Kristin read the regulations for breaks/lunches. Donohue recommended eating during lulls or slow times. Councilman Orr suggested that Richard Berkey give the librarians 15 minute breaks. Councilman Donohue said they could lock the doors if there weren't any patrons in the library. Orr asked about joining a high school volunteer program to see if any students might be interested in helping out.

Adjourned: 7:50 pm.