

City of Coffman Cove  
Special City Council Meeting Minutes  
Monday March 21<sup>st</sup>, 2016  
At City Hall 6:00PM

Call to Order: Mayor Sharon Toman called the meeting to order at 6:02PM

Roll Call: Sharon Toman, present. Bill Bateman, present. Bryce Brucker, absent. Dick Stewart, present. Brian Wilson, present. Perry Olson, present. Randy Lenz, present via teleconference.

Pledge of Allegiance:yes.  
Public Comment: none  
Persons to be heard: none  
Consent Agenda:none

Resolutions & Ordinances:none  
Unfinished Business:none

New Business:

1. **Rate Scale for Deputy Clerk/ Treasurer:** The hiring committee met, which consisted of Sharon, Dick and Brian. They have chosen the applicant Gina Cavaretta. Sharon said there was not a pay scale for the new Clerk/ Treasurer and she was not comfortable making that decision, so she called this meeting. The starting rate for the last Deputy Clerk was \$16. It was suggested to start a little lower than, after the training period, revisit.

**Perry made the motion to hire Gina Cavaretta to begin work on April 4<sup>th</sup>. Dick seconded the motion. Roll call: Sharon, yes. Bill, yes. Bryce, yes. Dick, yes. Brian, yes. Perry, yes. Randy, yes. Motion passes.**

**Perry made the motion for a pay rate of \$16 then bump it up to \$17 after training. Bill seconded the motion.** Discussion: Sharon thought we should re-evaluate. Perry said he would like to get this person up to speed on all the duties of clerk/ treasurer and cross train Heather in the roll also. This would create 3 better jobs, with more hours. We can then give raises for all three. **Roll call: Sharon, yes. Bill, yes. Bryce, yes. Dick, yes. Brian, yes. Perry, yes. Randy, yes. Motion passes.**

Public / Council Comment: none

Adjourn: Sharon made the motion to adjourn at 6:25PM. All were in favor.

PASSED AND APPROVED this 21<sup>st</sup> day of April, 2016.

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Mayor, Sharon Toman

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Clerk, Jean Soderberg