

**MINUTES OF
CITY COMMISSIONERS
SPECIAL MEETING
OCTOBER 4, 2000**

CALL TO ORDER:

The Special meeting of the Galena City Commission was called to order on Wednesday, October 4, 2000 at 6:00 P.M. in the commission chambers with Mayor George Jackson presiding.

ROLL CALL:

Roll call indicated the following commissioners **present:** JACKSON, BRANDENBURG, WEBSTER. **Absent:** LATURNER, OGLESBY

CITY PERSONNEL HANDBOOK:

Mayor George Jackson announced this special meeting was called as a work session on the city personnel handbook and could not take any comments from the audience only those pertaining to the city personnel handbook.

A log requested by the commission was presented by the city clerk with employee sick leave taken during the two previous years to help in determining the sick leave policy for the handbook.

Discussion was held on smoking, vacation time, sick leave, overtime, and discipline.

The commission requested the city clerk to do and estimate on what the cost would be to put in the longevity section.

Mayor Jackson asked the city manager to make the final changes and bring back the handbook before the commission to look over one more time, which he felt, could be done in one meeting.


October 4, 2000

ADJOURNMENT:

Moved by Webster, seconded by Brandenburg to adjourn the special meeting. Motion declared carried.


George Jackson, Mayor

ATTEST:


Deborah Kitch, City Clerk

(SEAL)

----Page 2----