

**FRUITLAND CITY COUNCIL
TUESDAY FEBRUARY 23, 2010
WORK SESSION MINUTES**

The Fruitland City Council met in a work session beginning at 7:05 pm on Tuesday February 23, 2010 in City Council Chambers. Those in attendance were City Council President Greg Olinde, Treasurer Gloria Ortiz, Councilman Ted Lokey and Councilman Ray Carey. Also in attendance were City Manager John F. McDonnell and Deputy Treasurer Polly Caton.

Council President Olinde stated that there were two items on the agenda, Compensatory time and ADP.

The ADP item was an update as to where the City was in the implementation of the system. There had been much concern expressed over the lack of in-house training provided by ADP. Through e-mail conversation between City Manager John McDonnell and Berlin Town Manager Tony Carson, it was found that Rachel Bomar, HR Manager from Berlin would be able to help with in-house training when the time was right. Also this training would be provided at no cost to the City of Fruitland. It was also stated that the master file for the Fruitland employees would be transferred this Thursday, February 25, 2010.

The Compensatory time issue again became an issue when Diane Nelson's time sheet was miss-handled and then miss-understood. The issue was over the number of hours involved with the duties of being secretary of LESMA.

Discussion occurred concerning Diane's status as a Department Head. It was decided that she was not a Department Head.

A motion by Councilman Lokey and seconded by Councilman Carey and subsequently passed that LESMA would be three Comp hours, to be taken within the next month.

The next issue brought to the table was Bruce Wilkinson and the time donated to Christy Blake under false pretenses. It was agreed to let the employees who donated to Christy receive their time back and then donate it to Bruce. The number of hours was 147.

The next issue brought up was the number of hours Polly Caton had accrued as Comp time. Polly has accumulated 372 hours. Much discussion ensued concerning Polly's Comp time.

Council President suggested that the Human Resources function located in the Finance Department be broken out and those items be given to Donna as Human Resources Administrator.

The items discussed to be given to Donna were benefits, retirement plan, and workman's comp. The payroll function will stay with Debbie Elliott.

Greg mentioned that this would enable Polly to have some additional time to eliminate her comp time. Upon a motion from Councilman Lokey and a second by Councilman Carey it was approved to reorganize the Finance and Administrative Departments to recognize a HR Administrator.

Upon motion of Councilman Lokey and a second by Councilman Carey the meeting was adjourned at 9:05 pm.

Prepared by John F. McDonnell, City Manager
And submitted to

Diane C. Nelson
Diane C. Nelson, City Clerk
Approved, July 13, 2010 dcn