



NAPAVINE CITY COUNCIL AMENDED MINUTES
SPECIAL MEETING (WORKSHOP)
June 6, 2019 6:00 P.M.
Napavine City Hall, 407 Birch Ave SW, Napavine, WA

CALL TO ORDER:

Mayor John Sayers called workshop to order 6:00 pm.

COUNCIL MEMBERS PRESENT:

Mayor John Sayers, Don Webster Councilor #1, LaVerne Haslett Councilor #3, Shawn O'Neill Councilor #4, Jim Haslett Councilor #5.

CITY STAFF MEMBERS PRESENT: Clerk-Treasurer Mary Wood, Public Works/Community Development Director Bryan Morris, Chief of Police Chris Salyers.

ITEMS:

PERSONNEL POLICY and PROCEDURES:

- **Chapter 3 Attendance, Compensation, Benefits, & Leave**
- Directed changes page 1
 - Under Breaks and Meal Period change to reflect the current Collective Bargaining Agreement wording under Rest & Lunch Breaks.
- Directed changes page 2
 - Continued changes of Breaks and Meal Period to reflect the current Collective Bargaining Agreement wording under Rest & Lunches also include Police Department employees will have a signed MOU between Department Head and employee.
 - Under Timesheets fourth sentence strike Because and by law.
 - Under Note: Move to a new paragraph, nothing in this section is to be construed as requiring non-exempt employees as requiring employees to find coverage for the absences due to illness. Strike which is in violation of RCW 49.46.210(h)
- Directed changes page 3
 - Strike Third and Fourth paragraphs.
 - Under Overtime first paragraph change must to may, add at end of first paragraph Police Department Personnel and Public Works Personnel refer to the Napavine Police Department Policy Manuel and the Collective Bargaining agreement.
- Directed changes page 4
 - On Call, Public Works first sentence strike status from 5:00 pm on Friday to 8:00 am on Monday. Strike \$125.00 effective May 1, 2017. add \$2.50 two dollars and fifty cents per hour.
 - Second paragraph Police Department Strike effective May 1, 2017.
 - Add new section of Call Out pay
 - Under Compensatory Time, first paragraph last sentence change employer to Department Head
 - Under Compensatory time. second paragraph second sentence add Compensatory time accrued in excess of the maximum 40 hours will be paid the applicable rate of pay. Strike the last sentence.
- Directed changes page 5
 - Continued from Compensatory Time page 4 strike fourth and fifth paragraphs of section.

- Directed changes to page 6
 - Under Paydays and deductions second sentence add by 4:30 pm.
 - Under Non-represented employee eligibility for out-of-class assignments; First paragraph third sentence strike four 4 consecutive weeks or more. And add ten 10 working days.
- Directed changes to page 7
 - Continued from Non-represented employee eligibility for out-of-class assignments first sentence add the increase shall be retroactive to the first day of the out-of-class assignment.
- Directed changes to page 8
 - Under Holiday add ½ making there be 12 ½ paid holidays
 - Keeping 2 floating holidays.

ADJOURNED :

Mayor John Sayers adjourned meeting at 7:46 pm

These minutes are not verbatim. If so desired, a recording of this meeting is available online at <http://media.avcaptureall.com/index.html#/?search=agency:%20City%20of%20Napavine,%20WA> and can be heard.

Respectfully submitted,

Mary Wood, Clerk-Treasurer

John Sayers, Mayor

Councilor