

**WASHINGTON CITY COUNCIL MINUTES**  
**Adjourned Meeting**  
**March 19, 2009**

**1. Call to order by Mayor.**

Council President Meyler Gibbs called the meeting to order at 5:00pm.

**2. Roll Call.**

Present: Tom Dragastin  
Meyler Gibbs  
Gene Martin  
Randy Wyatt  
Absent: Harold H. Jones, Jr.  
Justin Cordry  
Staff Present: Kurt Hassler, City Administrator  
Denise Powell, City Clerk  
Others:

**3. Citizen Comments.**

None

**4. Personnel Policy.**

Discussed proposed changes to personnel policy.

- A. Chapter 1 – Define at will employee. Add the following, this handbook does not constitute in any way a contract of employment. City reserves the right to amend this manual at any point and time.
- B. Chapter 2 – Anti harassment, add Article J of current policy. Define other forms of harassment.
- C. Chapter 3 – B) Rest Breaks are a privilege and not mandatory not taking a 15 minute break doesn't allow an employee to leave work 15 minutes early. C) Add electric distribution employee must work 8 a.m. to 5 p.m. on shut off day, Memorial Day to Labor Day.) Add clause in health insurance, on-call hours do not constitute hours work.
- D. Chapter 4 – Add random drug testing for non-CDL and CDL. Section C-6 delete Marijuana, Cocaine, Amphetamines, methamphetamines, PCP (Angel dust), Opiates and Alcohol and add illegal and non-prescribed controlled substances and alcohol.
- E. Chapter 5 – Section J, City Attorney Libby Baskerville-Hiltgen to work on language.
- F. Chapter 9 – A) Delete applicant may be required and add all employees may be required to undergo, a post offer, preemployment illegal drug screening. Delete conducted by a physician. Change verbiage to delete medical exam but leave in dug screen. Add language stating employees who have a work comp related injury must see a doctor appointed by the city.



**6. Adjournment.**

Motion to adjourn by Martin and seconded by Wyatt.

|       |       |               |
|-------|-------|---------------|
| Vote: | Ayes: | Tom Dragastin |
|       |       | Meyler Gibbs  |
|       |       | Gene Martin   |
|       |       | Randy Wyatt   |

Meeting adjourned at 6:50 pm.

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Denise M. Powell, City Clerk