

Personnel and Finance Committee (PFC) Meeting

Monroe City Council

Date / time 10/2/2017 5:30 PM | *Location* Monroe Council Chambers

Meeting called by	Harry Myers	Attendees: Cindy Canter, Frank Thayer, Harry Myers, Paul Canter, Rick Hohnbaum, Dave Claborn
Type of meeting	Council Committee	
Facilitator	Harry Myers	
Note taker	TBD	
Timekeeper	TBD	

Agenda Items

Topic	Presenter	Time allotted
New Items		
✓ Market adjustments to compensation for Public Works Assistant who is performing tasks above and beyond current compensation based on market rates	Dave Clayborn	30 minutes
Old Items		
✓ Complete the Utility Bill forgiveness policy and procedure	All	15 minutes
✓ Review policy and procedures for past due and collections regarding utility accounts (if time allows)	All	5 minutes
✓ Credit card payment acceptance at City Hall	Rick Hohnbaum	5 minutes
✓ Purchase of digital recording device for city meetings	All	5 minutes

Other Information

Observers: Public

Resources: City Council Chambers, City Mayor, City Admin, City PW Director, PFC members

Special notes: meeting to review Market Adjustment for compensation, utility bill forgiveness policy and procedures.