

CITY OF JEFFERSON
Council Worksession
April 13, 2023
6:30pm

COUNCILORS PRESENT: Mayor Myers, David Watkins, Keonali Hutley, Bob Rossiter, Chandra Cruikshank (Zoom)
COUNCILORS ABSENT: Charles Vickery, David Kellogg
STAFF PRESENT: Sarah Cook, CM/R; Jeff Buskirk, PWD

I. **CALL TO ORDER/FLAG SALUTE** – Mayor Myers called the meeting to order at 6:30pm and led in the flag salute.

II. **WORKSESSION TOPICS**

A. Library Staffing for FY 2023-24

Councilor Watkins noted the increase in Library programs and people utilizing it, which he was very pleased about, Councilor Rossiter confirmed the stability of the budget; both were in favor of the proposal. Councilor Hutley explained how much she valued education and was curious of the Director’s aspirations, education and qualifications, noting her assumption that the proposed salary was based on the individual having some form of degree related to the position.

The City Manager cautioned her in discussing specific information about the individual staff member in the role, explaining the Council’s authority was not over the person, but rather the position. It was the City Council’s duty to approve job descriptions and salary scales, but not to perform individual employee evaluations outside of the City Manager and Public Works Director. Sarah Cook went on to explain that it was very common in smaller cities to see existing staff members move to higher positions when the opportunity came available, regardless of their education status, and particularly if they’d already been doing the job successfully. She explained the proposed salary range was the current hourly rate converted to full-time salary with an estimated COLA built in, and was based on salary studies of similarly sized cities. The City performed salary studies about every 5-7 years to keep wages current and competitive.

Councilor Cruikshank expressed her approval for the proposal, noting as the Library liaison, she had seen the Director’s passion for the Library first-hand, which was contagious and inspirational. Councilor Rossiter moved to approve staff’s recommendation to increase the Library Director position to full time; and, to adopt the estimated 10-step pay scale associated with the position; and to increase the part-time Library Assistant position to 25 hours/week, effective July 1, 2023. Councilor Watkins seconded. All in favor: Ayes – 4, Opposed – 0. **APPROVED.** (with audience applause)

B. Resolution# 1088, Adopting Updates to the MC Multi-Jurisdictional All Hazard Mitigation Plan

Councilor Rossiter moved to approve Resolution# 1088 and Councilor Watkins seconded. Discussion: there was brief hesitancy from some Councilors; however, Sarah Cook explained the plan belonged to

Marion County, not the City, and because Jefferson, and several other cities in the county, participated and had input, FEMA required that they all adopt a resolution indicating each entity's approval and support of the County's plan. Approval was necessary in order for FEMA to grant final approval to Marion County. There was no cost to the City, other than staff's time, and should there ever be a crisis in the City or County, Jefferson would be eligible for FEMA funding. All in favor: Ayes – 4, Opposed – 0. **APPROVED.**

III. ACCOUNTS PAYABLE – Councilor Watkins moved to approve, seconded by Councilor Rossiter. All in favor: Ayes – 4, Opposed – 0. **APPROVED.**

IV. VISITORS

Nancy Hamby, 266 N Main – shared a story about her and a friend visiting the Brownsville Library and when the staff saw they were from Jefferson, she could not say enough wonderful things about the Jefferson Library Director.

Wendy Sampels, Mark Heinrich, and Elizabeth Kackley, all Library Board members, came forward to express their tremendous gratitude to the City for the decision to increase the Library staff time.

V. COUNCIL/STAFF COMMENTS


In response to Councilor Watkins inquiry, Sarah Cook provided a brief update on the Dangerous Building Case# 2022-01, only to inform them that the property owner's attorney had contacted her and explained he would be intervening with the contractor and engineering firm to get the project moved up to priority one. She had a conference call with him and the City's attorney scheduled for the following Monday to further discuss the pending abatement process. In other news, she asked Council to respond to the email she sent out with budget meeting date options so she could get that scheduled, and that she was registered to attend the upcoming LOC Spring Conference.

Jeff Buskirk shared he and his crew had been dismantling the old water treatment plant, removing all the pipe and cutting out the tanks piece by piece.

Mayor Myers indicated he and Bob Rossiter had a meeting the following morning with the School District Superintendent and would report back to the Council when he knew more.

VI. ADJOURNMENT – Councilor Rossiter moved; Councilor Hutley seconded. All were in favor and the meeting closed at 7pm.

MINUTES APPROVED this 27th day of April, 2023.



Michael D. Myers, Mayor

ATTEST:



Sarah Cook, City Manager/Recorder