

City Hall Council Chambers
Manly, Iowa

Monday, September 14, 2020
7:00 P.M.

MINUTES
SPECIAL MEETING OF THE CITY COUNCIL

The City Council of the City of Manly, Iowa met in special session in City Hall Council Chambers on Monday, September 14, 2020. The meeting was called to order at 7:00 P.M. by Mayor Banks. Council Members present were: Heagel, Durner, Baird and Andera and Durgin. Employees in attendance were: City Clerk Dunbar, Deputy Clerk Martin, Chief Pals, Public Works Mark Martie, Todd Ulve and City Attorney Tom Meyer.

Mayor Banks asked for approval of the agenda. Motion by Durner to approve the agenda, second by Andera and approved unanimously. Mayor Banks then asked for approval of the new business. Motion by Baird to approve the new business, second by Andera and approved unanimously.

Mayor Banks called the special meeting for community building principals for council and employees. The hour was spent in a classroom setting with Mayor Banks speaking of teamwork, communication, leadership, respect and integrity. Mayor Banks said in order to move forward as a City Council, city employees, and better our community some adjustments will be made.

Mayor Banks appointed committees: Council Members Durner and Andera for job performance reviews for employees and lunch times for city employees and then report to the Mayor. Employee committee still remains with Council Members Heagel and Durner.

Mayor Banks will also meet with Department Heads quarterly beginning December 1, 2020. Mayor Banks also would like all department heads to meet with their city employee's on a regular basis to make sure everyone gets their education classes and updates to City Council and or Mayor if needed.

Any items purchased through city funding over \$1,000.00 and above will require approval from the City Council. If the dollar amount is below \$1,000.00 approval by the Mayor is allowed. Deputy Clerk Martin spoke that a purchasing policy be put in place for council approval. Mayor Banks asked the deputy clerk to complete this.

Manly city employees will need approval for any overtime in advance by Mayor Banks. Vacation days will require approval from the Department heads and department heads will require approval of vacation days by Mayor Banks.

Mayor Banks asked the Police and Fire Departments for quarterly reports to the City Council. Also mentioned was the Fire Department to get their bills on time to City Hall.

Mayor Banks asked the Council Committees when available to update the City Council.

At this time, Mayor Banks took questions from Council Members and employees.

Meeting was adjourned at 8:00 P.M.

Regan Banks
Mayor

Dee Dunbar
City Clerk