

**CITY OF WALKER
COMMISSION/STAFF MINUTES
MARCH 15, 2010**

Mayor VerHeulen called the meeting to order at 7:00 p.m.

Present: Mayor VerHeulen, Commissioners: Holt, Parent, Kent, Deschaine, and Stek.
Also Present: City Manager Vander Meulen and Assistant City Manager Schmalzel.
Absent: Commissioner Versluis.

Bill Kwantes and Angie Hanks of the Walker Chamber of Commerce were present to discuss an upcoming event they would like to hold at the City Central Park on July 17, 2010. Bark-n-Park will be an all day event for dog owners and their pets to come out and participate in activities and browse vendor booths. Proceeds from the event will go to the Humane Society, Paws with a Cause, and Grey Hound Rescue. The Commission agreed that the City Manager should move forward with preparing an agreement with the Chamber for the event and the use of the City park.

Staff reports were reviewed. Commissioner Parent inquired as to the water leakage at Fire Station #2 on Lake Michigan Drive. City Manager Vander Meulen gave a brief overview of the situation and stated that the contractor is repairing the problem with no cost to the City.

The Commissioner Handbook was presented and discussed. Changes to the proposed manual should include adding "alternate elected officials" where applicable for those committees that have alternate committee members in case of absence, and under "City Officers" on page 5 the word "selected" in paragraph 2 should be changed to "elected" and the phrase "by the City Commission" should be inserted after the word elected. The final sentence in the section should also be stricken from the manual. The Commission thanked the committee that updated the manual for their time and efforts.

Motion by Holt, seconded by Deschaine to approve the adoption of the handbook as submitted with the changes discussed. Motion carried unanimously.

Motion by Holt, seconded by Parent to request the Commissioner Handbook committee develop a "Committee Suggested Rules of Procedure" to help Board and Committee chairman manage the meeting process. Motion carried unanimously.

Assistant City Manager Schmalzel discussed the updates to the Personnel Manual. With the adoption of the handbook some changes need to be made to remove the references to elected officials as it is covered in the Commissioners Handbook. Changes were presented for any new employee hired after January 1, 2010 in regards to longevity pay and any new employee hired after July 1, 2009 in regards to retirement benefits.

Motion by Parent, seconded by Holt to approve the changes to Sections 90.1, 110.1.1, 110.4, 110.8, 110.9, and 120.2 of the Personnel Manual. Motion carried unanimously.

Meeting adjourned at 7:50 p.m.

Respectfully submitted,

Shannon Bales
Deputy City Clerk