

Special Council Meeting
February 5, 2003

The Freeport City Council met for a special meeting at 6:00pm on February 5, 2003.

Members Present: Mayor J.M. Marse, Council members, Earl King, Scott Brannon, Mike Helton, Jean Arrant, and Janice McLean and City Clerk Diane Riley

The Pledge of Allegiance was recited and Councilman Helton gave the invocation.

Mayor Marse stated the purpose of the special meeting was to review the employee handbook.

Mayor Marse did announce that Coach Aubrey Rentz was retiring from the Walton County school system with 41 years of service at Freeport. The ceremony is to be held on Friday night, February 7, 2003 in the high school gym. Mayor Marse will present a proclamation honoring Coach Rentz for his services during the ceremony.

On page 3 of the handbook under section 1: add the "internet" to forms of advertisement and add the City of Freeport is a "Drug Free Workplace". Under section 2.3: add, "an employee evaluation report is due to the Council at least 7 days prior to the probation period ending, for review." Mayor expressed to Council that he has instructed Clerk Riley to give the Council a review report of all meetings that he attends to keep abreast of events happening in the City.

Page 4 & 5: okay as presented.

Page 6, section 2: Council directed the Mayor to be completely honest and state any problems on the evaluation report that the employee may be having during his employment with the City.

Page 7, section 3: over time wages was addressed and the section is self-explanatory.

Pages 8, 9, and 10: okay as presented.

Page 11 and continued on page 12, section 1.4: strike out all of "Maternity Leave", maternity leave is treated as an illness under the sick leave section.

Page 12, section 1.6, Rate of Earnings: strike wording stating "shall earn credit for paid sick leave", to read, "full time employees shall accrue sick leave at the rate...."

Page 13, paragraph D: change wording to "Sick leave will be charged in units of quarter hours". Strike out last paragraph of Payment of Sick Leave section starting with "Upon leaving City of Freeport...." to section 1.7.

Page 14: okay as presented.

Page 15, second paragraph under Procedures: strike out all on line 2 to section 1.10.

The workshop ended on page 15 and another workshop is slated for February 19, 2003 and 6pm to continue with handbook review.

Motion to adjourn by Councilman Helton.

ATTEST:

APPROVED:

J.M. Marse, Mayor

Diane Riley, City Clerk

Janice McLean, President of Council