

**POLICIES & PROCEDURES COMMITTEE MEETING  
PAYNESVILLE CITY HALL  
MONDAY, MARCH 25, 2013  
9:00 A.M.**

---

**AGENDA**

- I. CALL TO ORDER
- II. CONSENT AGENDA
- III. NEW BUSINESS
  - A. Part-Time Maintenance Worker Position Interviews
- IV. OLD BUSINESS
- V. NEXT MEETING
- VI. INFORMATIONAL
- VII. ADJOURN

**Please contact Renee Eckerly at 320-243-3714 ext. 227 or at [renee@paynesvillemn.com](mailto:renee@paynesvillemn.com) if you can't attend the meeting.**

**Members: Gene Beavers, Donovan Mayer & Renee Eckerly**

This agenda has been prepared to provide information regarding an upcoming meeting of the Policies & Procedures Committee. This document does not claim to be complete and is subject to change.

**BARRIER FREE:** All Policies & Procedures Committee meetings are accessible to the handicapped. Attempts will be made to accommodate any other individual need for special services. Please contact City Hall (320) 243-3714 early, so necessary arrangements can be made.

**REQUEST FOR COMMITTEE/COUNCIL ACTION**

**COMMITTEE/COUNCIL NAME: Policies & Procedures Committee**

Committee/Council Meeting Date: March 25, 2013

Agenda Section: New Business

Originating Department: Administration

Item Number: III - A

**ITEM DESCRIPTION: Part-Time Maintenance Worker Position Interviews**

Prepared by: Staff

**COMMENTS:**

The City has received 6 applications for the Part-Time Maintenance Worker Position. Interviews will begin at 9:00 a.m. and continue in 20 minute intervals. Staff has confirmed interviews with all applicants but one, which has not returned the City's phone calls (at the time this agenda was published - Wednesday, March 20, 2013 at 12:20 p.m.).

The enclosed applications are considered confidential and will need to be returned to Renee Eckerly. Interview questions will be distributed at the meeting.

**ADMINISTRATOR COMMENTS:**

**COMMITTEE/COUNCIL ACTION:**