

**MINUTES  
POLICIES & PROCEDURES COMMITTEE**

**MAY 14, 2013**

The meeting was called to order by Gene Beavers at 6:30 p.m. Donavan Mayer and Bill Ludwig were also present.

There were no minutes available for approval.

**LIQUOR STORE CLERK INTERVIEWS**

The Committee conducted 4 Liquor Store Clerk interviews.

**Motion was made by Mayer to hire Wendie Johnson as a Liquor Store Clerk, pending background check and recommend such to the City Council. Seconded by Beavers and unanimously carried.**

**Motion was made by Beavers to create a Liquor Store Clerk eligibility list to include Ann Wendlandt, Bryna Hendrickson, and Bridget Weber and recommend such to the City Council. Seconded by Mayer and unanimously carried.**

The Committee discussed moving Josh Mergen, Liquor Store Clerk to have the ability to work up to 32 hours per week. Beavers requested clarification on the wage and to check with the AFSCME Union to determine there would be no issue with this increase in hours. The wage and union clarification will be asked by Beavers at the May 22, 2013 City Council meeting.

**Motion was made by Beavers to increase Josh Mergen's hours up to 32 hours per week and recommend such to the City Council. Seconded by Mayer and unanimously carried.**

There being no further business, the meeting was adjourned at 8:00 p.m.