

**MINUTES
POLICIES & PROCEDURES COMMITTEE**

JULY 23, 2013

The meeting was called to order by Gene Beavers at 6:00 p.m. Members present were Donovan Mayer and Renee Eckerly, City Administrator.

There were no minutes to approve.

PAYROLL SPECIALIST INTERVIEWS

The Committee interviewed six applicants; of the 19 applications received.

Motion was made by Beavers to hire Melissa Ball-Warriner for the Full-time Payroll Specialist position and to place Corina McQuistor on the City's eligibility list; pending background checks and recommend such to the City Council. Seconded by Mayer and unanimously carried.

There being no further business, the meeting was adjourned 11:00 p.m.