

CITY OF HUXLEY

TUESDAY – DECEMBER 29, 2009 – CITY HALL

SPECIAL COUNCIL MEETING -- 6:00 P.M. AND



HUXLEY
— HEART OF THE PRAIRIE —

PUBLIC NOTICE IS HEREBY GIVEN THAT THE CITY COUNCIL OF THE CITY OF HUXLEY, IOWA, WILL MEET HERE AT THE CITY HALL, HUXLEY, IOWA, FOR A **SPECIAL COUNCIL MEETING AT 6:00 P.M. ON TUESDAY THE 29th DAY OF DECEMBER, 2009** TO DISCUSS THE MATTERS ENUMERATED IN THE AGENDA LISTED BELOW:

SPECIAL SESSION OF THE HUXLEY CITY COUNCIL – 6:00 P.M.

ROLL CALL – QUORUM PRESENT

- 1.01) DISCUSSION AND POSSIBLE ACTION ON **RESOLUTION NO. 09-108** APPROVING NEW AND REVISED JOB DESCRIPTIONS.
- 1.02) DISCUSSION AND POSSIBLE ACTION ON **RESOLUTION NO. 09-109** APPROVING AMENDING PREVIOUS SALARY RESOLUTION FOR ESTABLISHING SALARY FOR RECLASSIFICATION OF THE ADMINISTRATIVE CLERK TO OFFICE MANAGER POSITION AND REVISED JOB DESCRIPTIONS.
- 1.03) DISCUSSION AND POSSIBLE ACTION ON **MOTION** APPROVING PERSONNEL COMMITTEE RECOMMENDATIONS REGARDING CHAIN OF COMMAND POLICY AND DIRECTIVES TO EMPLOYEES.

ADJOURNMENT

THIS NOTICE IS HEREBY GIVEN AT LEAST 24 HOURS PRIOR TO THE COMMENCEMENT OF THE MEETING SPECIFIED ABOVE. THIS WAS DONE BY ADVISING THE NEWS MEDIA WHO HAVE FILED A REQUEST FOR NOTICE AND BY POSTING THE NOTICE ON THE WINDOW IN THE LOBBY AREA AT THE 3Cs AND ALSO ON THE ENTRYWAY INTO CITY HALL THAT ARE ACCESSIBLE AND VIEWABLE TO THE PUBLIC. THIS IS ALL PURSUANT TO CHAPTER 21 OF THE CODE OF IOWA.

John Haldeman, City Administrator