

TOWN OF REDINGTON BEACH, FLORIDA
SPECIAL MEETING MINUTES
August 21, 2006

Having been duly advertised as required by law, the **SPECIAL MEETING** of the Board of Commissioners of the Town of Redington Beach, Florida, was held on Monday, August 21, 2006, at 6:00 PM, in the Redington Beach Town Hall at 105 – 164TH Avenue, Redington Beach, Florida.

Call to Order - (Special Meeting).

Pledge of Allegiance

Roll Call:

Commissioner Yadevia	-	Present
Commissioner Bradbeer	-	Present
Commissioner Maniotes	-	Absent - Excused
Vice Mayor Peck-Epstein	-	Present
Mayor Wilson	-	Present

1. Approval of Agenda

Agenda approved, no changes.

2. WSI Contract Renewal/Refuse Fees

Detailed discussion about budget amounts, possible increases, fund amounts and the waste cleanup contract. Commissioner Bradbeer will bring back figures to the Regular Meeting for discussion and vote.

3. Formalize Employment Offer for Janina Patrus and Ravone Graham

Janina Patrus

A discussion was held on the terms of the offer for Janina Patrus as Town Clerk. The discussion included a consensus to offer \$52,000 per year with a starting date of October 1, 2006 for the Town Clerk position, and information on costs for background checks of the new employees. The discussion continued on what types of background information and checks were needed, to include criminal records checks, driving records checks and credit background checks. Also discussed were the time line and the procedure for getting these types of checks done, and the possibility of having an HR specialist assist with this process. The consensus was to have the search company verify the credit report, the civil and criminal records search, the employment verification for the past three employers, the education background and degrees verified, and check the references. A discussion was held on the employee handbook issues, charter concerns and overtime payments to employees; these issues will be discussed at a regular meeting. The discussion continued on how to offer and counter offer salary amounts to include reviews.

Motion: Commissioner Yadevia moved to authorize Mayor Wilson to offer starting at \$52,000 plus the benefits as outlined in the Code of Ordinances to Janina Patrus for the Town Clerk position, with the authorization to increase the offer up to \$54,000 if necessary.

Second: Commissioner Bradbeer seconded the motion.

Discussion: Short discussion on clarification of the wording for the offer.

Vote:

Commissioner Yadevia	-	Y
Commissioner Bradbeer	-	Y
Commissioner Maniotes	-	Absent - Excused
Vice Mayor Peck-Epstein	-	N
Mayor Wilson	-	Y

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Liz Holsopple, Acting Town Clerk

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ACTION: Mayor Wilson will contact Janina Patrus with the offer by phone and follow-up with a formal letter of the offer to her.

Ravone Graham

Mayor Wilson briefly outlined the report from Linda Mahnke on the financial interview with Ravone Graham. There was a brief discussion of the report and the requirements for the Deputy Clerk position. The discussion also included training necessary for the financial duties and the job description for the Deputy Clerk position.

Motion: Commissioner Yadevia moved to authorize Mayor Wilson to offer starting at \$30,000 plus the benefits as outlined in the Code of Ordinances to Ravone Graham for the Deputy Clerk position, with the authorization to increase the offer up to \$32,000 if necessary.

Second: Commissioner Bradbeer seconded the motion.

Discussion: Short discussion on the salary. Motion amended by Vice Mayor Peck-Epstein to allow up to \$33,000 for the salary range offered.

Vote:

Commissioner Yadevia	-	N
Commissioner Bradbeer	-	Y
Commissioner Maniotes	-	Absent - Excused
Vice Mayor Peck-Epstein	-	Y
Mayor Wilson	-	Y

ACTION: Mayor Wilson will contact Ravone Graham with the offer by phone and follow-up with a formal letter of the offer to her.

4. Adjournment

Commissioner Bradbeer motioned to adjourn. Meeting adjourned at 6:40 p.m.

Respectfully Submitted;

Elizabeth Holsopple
Acting Deputy Town Clerk