

**LYDERSON & ASSOCIATES**

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MEMO: Mayor DeRosia and Granite Falls City Council  
FROM: DONALD J. LYDERSON - CHERYL L BEYER  
DATE: 11/26/02  
RE: **COUNCIL EMPLOYEE LIAISON AND ASSISTANT TO MAYOR.**

RESOLUTION NO. 02-10

**COUNCIL EMPLOYEE LIAISON AND ASSISTANT TO MAYOR.**

(Council Liaison)

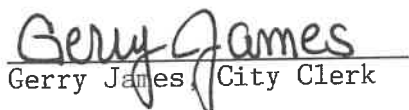
The mayor may appoint the council member or two if a back up is needed. The council may affirm the decision. This person assists the mayor in implementing his administrative employee duties. Further, this is a person that either employees or citizens can approach with and file with complaints or concerns, in addition to the obvious ones of Mayor, Supervisor, Attorney, etc.,

- a. The role of the person would be to meet with the mayor as needed or at agreed upon times. During the cooling off period of 60 -90 days, all employee decisions will be transmitted through the Council Liaison to the supervisors or to the employees as needed. This includes all employee matters, Schedule changes, discipline, policy enforcement, memo's etc. These are still the mayor's role, directions and fulfillment of duty - but it creates as layer of objectivity and buffer between the mayor and the employees and diffuses the unease and tension that is permeating at this time.
- b. The mayor is allowed to step out of the union negotiations on contracts at this time and that the Council Liaison take on his role.
- c. The Council Liaison along with the city attorney will take on the role of handling union grievances at this time.
- d. The Council Liaison is a council duty and not the role of Mayor Pro Tem. If the Mayor is absent from a council meeting or if the need arises the previously Council Elected Mayor Pro Tem, will officiate at council meetings and serve as Mayor Pro Tem. However, one council member may hold both duties of Mayor Pro Tem and Council Liaison should the mayor and council so choose.

Approved by the City Council of Granite Falls on 23 day of November, 2002.

  
Floyd H. DeRosia, Mayor

Attest:

  
Gerry James, City Clerk