

City of Clark Fork

Minutes of the 3/10/25 Clark Fork Special City Council Meeting

Mayor Russell Schenck called the March 10, 2025 Special Meeting of the City Council to order at 5:30 p.m.

Pledge of Allegiance: Mayor Schenck lead the Pledge of Allegiance.

Roll Call of Council Members: Council Members Sharon Banning, Tanya Becker, Jay White, and Vicki Woodward were present, constituting a quorum.

ADDITIONS to the AGENDA: No.

New Business:

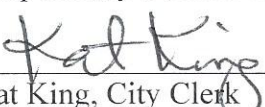
A. Discussed Personnel Policy and Employees Job Descriptions Workshop, ACTION ITEM.

The Council reviewed the job descriptions for each city employee, with particular attention given to the Clerk's description. Questions arose regarding the responsibility of training the Assistant Clerk to cover the Clerk's duties in case of absence. While other minor revisions were noted, due to time constraints, the mayor requested that a written list of suggested changes be provided. The Council will reconvene for a second meeting prior to the next regular session in March to finalize these adjustments. Additionally, the Personnel Policy will be addressed during that meeting.

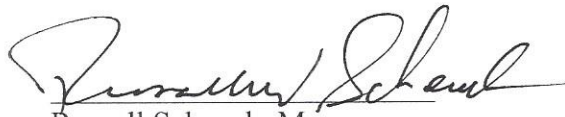
MOTION TO ADJOURN, ACTION ITEM.

Council Member Woodward moved to adjourn. Council Member Becker seconded the motion. All in favor. Motion carried. The meeting adjourned at 5:59p.m.

Respectfully Submitted,



Kat King, City Clerk



Russell Schenck, Mayor