

**MINUTES - SPECIAL MEETING  
MAIZE CITY COUNCIL  
Monday, January 14, 2008**

The Maize City Council met in a special meeting at 7:30 p.m., Monday, **January 14, 2008**, in the Community Building, 401 Khedive, with **Mayor Clair Donnelly** presiding. Councilmembers present were **Raynol Herndon, Donna Clasen, Karen Fitzmier, Nick Ard** and **Cathy Reed**.

Also present were: **Richard LaMunyon**, City Administrator, **Jocelyn Reid**, City Clerk, **Shane Coelho**, Sr. Management Analyst.

**APPROVAL OF AGENDA:**

**MOTION:** **Clasen** moved to approve the Agenda as presented  
**Reed** seconded. Motion declared carried.

**RUGGLES & BOHM ENGINEERING CONTRACT:**

A contract with Ruggles & Bohm to oversee dirt work for Carriage Crossing VI was submitted for Council approval.

**MOTION:** **Ard** moved to approve the Ruggles & Bohm Engineering contract in an amount not to exceed \$18,550 and authorize the Mayor to sign.  
**Herndon** seconded. Motion declared carried.

**COUNCIL WORKSHOP:**

The Council discussed the Employee Policy Manual, job descriptions and annexation policy. No action was taken.

**EXECUTIVE SESSION:**

**Mayor Donnelly** requested a 30-minute executive session to discuss personnel matters.

**MOTION:** **Clasen** moved to enter to into executive session for 30 minutes to discuss personnel matters.  
**Ard** seconded. Motion declared carried.

Council entered executive session at 9:20 p.m. and reconvened at 10:45 p.m. No action was taken.

**ADJOURNMENT:**

With no further business coming before the Council,

**MOTION:** **Clasen** moved to adjourn.  
**Herndon** seconded. Motion declared carried.  
Meeting adjourned.

Submitted by:

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**Jocelyn Reid, City Clerk**