Resolution 2016-21

**Resolution to Hire a City of Hayward Clerk-Treasurer
and Authorize Signatory Status on Fund Accounts**

Introduced by Councilmember Dolph.

WHEREAS, the Hiring Authority for the City of Hayward, Minnesota is the City Council; and

WHEREAS, Minnesota Statue § 181.56 states, where no written employment agreement is entered, into the burden of proof shall be upon the employer to establish the terms of the verbal agreement in case of a dispute with the employee as to its terms; and

WHEREAS, the City's official bank, Produce Bank in Albert Lea and Hollandale, MN require a City Council Resolution to change signatory status on accounts.
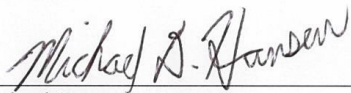
NOW, THEREFORE BE IT RESOLVED,
- The Hayward City Council elects to hire Kathryn Aase, residing at 1620 Portland Ave, Albert Lea, MN 56007 as City Clerk-Treasurer effective December 1, 2016;
- This employment relationship is at-will and it should not be considered as an employment contract for a definite or indefinite period of time;
- The rate of pay shall be $18.00 per hour;
- The clerk-treasurer position is authorized for 40 hours of work per 2 week pay period unless additional hours are approved by the Council and hours of work on a daily basis are flexible, dependent upon requirements of the tasks to be completed;
- The clerk-treasurer shall be in the office at 20532 810th Ave, Hayward, MN for at least 3 days a week unless traveling for business or approved in advance by the City Council;
- The clerk-treasurer position is not eligible for overtime, health, sick or vacation benefits; and
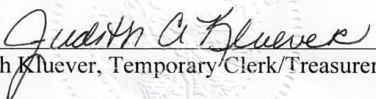- Kathryn Aase is granted signatory status on City of Hayward accounts.

The motion for the adoption of this resolution was duly advanced by Councilmember Flaskerud and upon a vote being taken thereon, the following voted in favor thereof: Mayor Hansen and Councilmembeers Cox, Dolph, Flaskerud and Ruble.

The following voted against the same: None.

Adopted this 28th day of November, 2016.

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Michael Hansen, Mayor

Attest:

_____
Judith Kluever, Temporary Clerk/Treasurer