

MINUTES VILLAGE OF TEQUESTA

SPECIAL MEETING



**October 6, 2017
7:30 A.M.**

CALL TO ORDER AND ROLL CALL

The meeting was called to order by Mayor Abby Brennan at 7:30 a.m. A roll call was taken by Assistant to the Village Clerk, Mary Ann Grieser. Present were: Mayor Abby Brennan, Vice Mayor Frank D'Ambra (via phone), Council Member Vince Arena, and Council Member Tom Paterno. Council Member Steve Okun was present via conference call.

1. Approve Contract between the Village of Tequesta and James Weinand to Serve as Acting Village Manager

Council Member Paterno asked for clarity regarding the "hours per week worked" wording and wondered how deducting hours later on, might be clarified. Attorney Davis explained that the "exempt employee" classification was removed, however, the "hours per week" portion remained.

Attorney Davis proposed adding language to the agreement that would acknowledge Council's desire for the Acting Manager to attend Regular Council and Workshop Meetings, while recognizing office hours could be flexible in order to accommodate attendance at those meetings.

Vice Mayor D'Ambra asked about section 2B regarding benefits. Attorney Davis revealed that during negotiations, a short-term contract was agreed upon, with the understanding that it could evolve into a longer term arrangement.

Council Member Paterno inquired as to the process of finding a full time Village Manager. Human Resource Director, Ms. Merlene Reid, informed Council that she would be ready to act upon Council's direction at any time. She recommended hiring an outside firm as a best practice. Mayor Brennan suggested using Jupiter's resources from their recent search for a City Manager, as it was now a public record.

Council Member Okun believed Manager Couzzo should be consulted in the search for a new Manager. Ms. Merlene Reid stated that Manager Couzzo's physician had advised that he was unable to perform "all regular job duties".

Vice Mayor D'Ambra referred to previous Council discussion where it was agreed that the Manager's main focus should be regaining his health. Council Member Arena reminded Council that there was a liability issue if the Manager was contacted concerning work matters. Ms. Reid stated that there would be an update regarding Manager Couzzo's FMLA status coming forth by October 19, 2017. Mayor Brennan emphasized that the Manager should not be consulted until after the update was received and reviewed by the Village.

Attorney Davis reviewed the language changes to the contract, which included section 4C, whereas compensation would be based on a 4-day workweek instead of a 32-hour workweek. Additionally, there would be language stating that from “time to time” there would be Council and Workshop meetings that required attendance. As a result, the office hours could be adjusted within one week of such meeting, to accommodate the time spent.

Mayor Brennan suggested Counsel explain the concerns Council had regarding the 15 minute/1 hour “work time” section of the contract, when speaking to Chief Weinand.

Attorney Davis would make the changes this morning and pending Chief Weinand’s approval, it would be finished later in the day.

MOTION: *Vice Mayor D’Ambra moved approval of the language changes to the Contract between The Village of Tequesta and James Weinand; seconded by Council Member Arena; motion carried 5-0.*

ADJOURNMENT: *Vice Mayor D’Ambra moved to adjourn the meeting; seconded by Council Member Arena. The motion to adjourn carried 5-0 therefore the meeting was adjourned at 8:06 a.m.*

Respectfully submitted,

Lori McWilliams, MMC
Village Clerk

Note: These summary minutes are prepared in compliance with 286.011 F.S. and are not verbatim transcripts of the meeting. A verbatim audio record is available from the office of the Village Clerk. All referenced attachments are on file in the Village Clerk’s office.