

**MANAGER’S CONFERENCE MINUTES**  
**Portsmouth City Council Meeting on**  
**June 25, 2018 – 7:30 p.m.**

**1. Vacation Adjustment for Municipal Court**

**CM-18-34**

Acting Manager Sutherland stated this would be for the Municipal Court employees only. Councilman Meadows explained that a former Mayor proposed giving all non-union employees not in the court one week of vacation because the city couldn’t give pay raises also the Court employees had gotten bonuses when all other employees got nothing. The Court system had their own special projects fund and bonuses were given as a perk for working within the court system and not all employees were going to be equal but it should be set up to follow the AFSCME contract. Councilwoman Aeh stated that it wouldn’t take any more out of the city’s budget. Solicitor Haas stated that the Clerk’s office was here every work day whether the court was opened or not, it may only be one court but the Clerk’s office is always opened. He said there were times that when a Judge went on vacation, his immediate staff took off too but still got paid and didn’t have to use it as vacation.

Councilman Meadows motioned to accept Alternative #1

**There were no questions or comments: VOTE: 6 Ayes – 0 Nays**

**2. Non-Union Employees Birthday Holiday**

**CM-18-35**

Acting Manager Sutherland said that traditionally the city followed the AFSCME contract on holidays and recently when the contract was negotiated, birthdays were added into the contract. There have been some questions brought up by non-union employees about getting that birthday holiday. The payroll clerk would like something in writing to clear up the matter.

Councilman Meadows motioned to accept Alternative #1

**There were no questions or comments: VOTE: 6 Ayes – 0 Nays**

Solicitor Haas asked Manager Sutherland what the question was because the way he reads it, it already stated that the non-bargaining union employees shall observe the holidays as stated within the agreement with the local 1039. Mr. Sutherland agreed that was the way he read it also, but for some reason the question was brought forward because the finance clerk was saying that there’s nothing in writing that stated these employees get paid for their birthday. Auditor Williams stated that he wasn’t aware that there was an issue but maybe the Solicitor could give an opinion to clear up the matter. Solicitor Haas stated he would sit down and read it to make sure of the wording but if legislation was needed he would certainly bring it forward but it could possibly be cleared up with an opinion.

**3. Appropriation request for Miscellaneous Services (Engineering/Construction)**

**CM-18-36**

Acting Manager Sutherland stated that this was another appropriation issue and that the city was way behind on this current line item. An issue came up about some tripping hazards on the municipal parking lot and new concrete was laid and now there’s a roof issue at the Martings property that was affecting the Bank Employees. Last year’s budget was \$53,000 and this year there was only \$16,000 allotted, he wanted to bring the fund up to an amount comparable to last year so that he doesn’t have to keep coming back every time something needed done to one of the buildings that the city owned. Councilman Meadows stated he thought we had already appropriated money for the roof last year and Mr. Sutherland said that this was a different area, it is the entrance that the employees to the bank use.

Councilwoman Aeh motioned to accept Alternative #1

**There were no questions or comments: VOTE: 6 Ayes – 0 Nays**

The meeting adjourned at 7:55 p.m. on a motion by Councilman Meadows.

Submitted by: *Diana Ratliff* – City Clerk