

## **TOWN OF SUNSET BEACH**

### **Town Council Agenda Items**

**Meeting Date:** March 5, 2012

**Agenda Item Number:** 5B

**Subject:** Personnel Policy Amendment

**Summary of Information:**

Beach Patrol – Attachment 7

Council is requested to adopt the appropriate job descriptions to accompany the decision made concerning the type of individuals that will be hired for beach patrol, either Beach Patrol Supervisor and Beach Patrol or Beach Patrol Officer. Council is requested to instruct the appropriate department head, public works or police department, to advertise the positions immediately.

Public Works Superintendent – Attachment 8

Council is requested to amend the Public Works Superintendent job description as attached to include the responsibilities of Beach Patrol, if applicable, and Roll Cart Attendant.

Roll Cart Attendant – Attachment 9

Council is requested to adopt the Roll Cart Attendant job description.

Retirement Benefits – Attachment 10

Council is requested to review the attachments for Section 4 Retirement Benefits and make a decision concerning the dental and vision coverage for retirees. This amendment will apply to anyone retiring after April 1, 2012.

Deputy Chief of Administration

Council is requested to delete the job description for Deputy Chief of Administration since this position no longer exists.

Sick Bank Policy – Attachment 11

Councilwoman Scott has prepared a draft Sick Bank policy for the Council to review and consider for adoption.

Attachments: (X) Yes ( ) No